



Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION III

Matalino St., D.M. Government Center, Maimpis, City of San Fernando, Pampanga
Website: www.deped.gov.ph/regions/region-iii ✕ Email: region3@deped.gov.ph
Tel: (045) 455-2309 ✕ Fax: (045) 455-2312




April 21, 2017

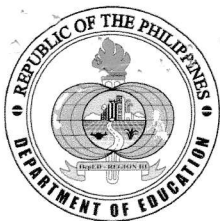
Regional Memorandum
No. 56, s. 2017

To: Schools Division Superintendents

**MEETING OF DIVISION INFORMATION OFFICERS AND REGIONAL OFFICE
PUBLIC AFFAIRS UNIT STAFF**

1. This Office, through the newly created Public Affairs Unit, will be holding a Meeting with the Information Officers of Schools Division Offices on **May 9, 2017, 9:00 a.m.** at the Mini-Conference Room, DepED RO III, Matalino Street, Diosdado Macapagal Government Center, City of San Fernando, Pampanga.
2. The activity aims to:
 - 2.1 impart to the participants the programs, projects and activities (PPAs) and business processes of the Public Affairs Unit;
 - 2.2 provide a venue for the sharing and exchange of best practices among Division Information Officers (DIOs);
 - 2.3 improve the process of submission of needed reports/stories by the CO;
 - 2.4 strengthen collaboration among DIOs.
3. The participants to the meeting are the designated Information Officers of the twenty (20) Schools Division Offices, preferably from the Social Mobilization and Networking Section under SGOD, the counterpart of the RO Public Affairs Unit per DepED Order No. 52, s. 2015 (New Organizational Structures of the Central, Regional and Schools Division Offices of the Department of Education).
4. The participants are requested to bring their proposed/approved Programs, Projects and Activities (PPAs) for CY 2017 regarding their function as Division Information Officer, for presentation during the meeting.
5. Meals and snacks of the participants shall be charged against the Regional Office MOOE while travel and other incidental expenses shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
6. Attached is the Confirmation Slip to be submitted on or before May 5, 2017 through email address **region3@deped.gov.ph**.
7. For information, guidance and compliance.


MALCOLM S. GARMA, CESO V
Director III
Officer-In-Charge
Office of the Regional Director



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CONFIRMATION SLIP

One-Day Meeting with Division Information Officers
Venue: Mini-conference Room, DepED RO III, Government Center Maimpis, CSF
Date: May 9, 2017

Kindly email back to region3@deped.gov.ph on or before May 5, 2017

Division: _____

NAME	Designation	Contact Number