

Republic of the Philippines

Department of Education

Cordillera Administrative Region



May 19, 2021

REGIONAL MEMORANDUM No. 204.2021

2021 REGIONAL CONFERENCE OF DEPED CAR INFORMATION OFFICERS AND SCHOOL INFORMATION COORDINATORS

To: OIC-Assistant Regional Director

Regional Office Division Chiefs

Schools Division Superintendents

Division and District Information Officers and Alternates

School Information Coordinators

All Schools Division Offices

All Others Concerned

- 1. To align communication efforts across all governance levels and ensure swift response and compliance to communication systems in place, the Public Affairs Unit under the Office of the Regional Director will spearhead the first Regional Conference of DepEd CAR Information Officers and School Information Coordinators from June 8 to June 25, 2021 via an online platform.
- 2. This year's conference aims to bring together information officers and coordinators from the regional, division, and school levels to be oriented on their roles and responsibilities in executing communication systems as well as discuss immediate advocacy initiatives for implementation.
- 3. Kindly refer to the event schedule and Schools Division Offices involved below:

SCHEDULE	ASSIGNED SCHOOLS DIVISION OFFICE (SDO)	PARTICIPANTS
June 8, 2021 (8:00 am to 4:30 pm)	Baguio City	Division Information Officers and their Alternates, District Information Officers and their Alternates, School Information Coordinators
June 9, 2021 (8:00 am to 4:30 pm)	Benguet	Division Information Officers and their Alternates, District Information Officers and their Alternates, School Information Coordinators



Address: Wangal, La Trinidad, Benguet, 2601

Telephone No: (074) 422 – 1318 | Fax No.: (074) 422-4074

Website: www.depedcar.ph|Email Address: car@deped.gov.ph





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June 15, 2021 (8:00 am to 4:30 pm)	Mt. Province	Division Information Officers and their
		Alternates,
		District Information
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		Officers and their
		Alternates,
	100 J. J. Z. 200	School Information
		Coordinators
June 17, 2021 (8:00 am to 4:30 pm)	Abra	Division Information
	SALES CONTRACTOR OF THE CONTRA	Officers and their
		Alternates,
		District Information
		Officers and their
		Alternates,
		School Information
		Coordinators
June 22, 2021 (9:00 cm to 4:20 mm)	Aporto	Division Information
June 22, 2021 (8:00 am to 4:30 pm)	Apayao	ii .
		Officers and their
	CONTRACTOR OF THE PROPERTY OF	Alternates,
		District Information
	990	Officers and their
		Alternates,
		School Information
		Coordinators
June 23, 2021 (8:00 am to 4:30 pm)	Ifugao	Division Information
		Officers and their
		Alternates,
		District Information
		Officers and their
		Alternates,
		School Information
		Coordinators
June 24 2021 (8:00 cm to 4:20 mm)	Tabuk City	Division Information
June 24, 2021 (8:00 am to 4:30 pm)	I ADUK CILY	Officers and their
	12 12 12 12 12 12 12 12 12 12 12 12 12 1	H i
		Alternates,
	• CHARLE	District Information
	FRANCISC	Officers and their
		Alternates,
		School Information
	Lamber Cape	Coordinators
June 25, 2021 (8:00 am to 4:30 pm)	Kalinga	Division Information
		Officers and their
		Alternates,
	K. T.	District Information
	Modellus	Officers and their
	B-D-D-D-D-D-D-D-D-D-D-D-D-D-D-D-D-D-D-D	Alternates,
		School Information
		Coordinators
	ł	Coordinators

4. The link to each schedule will be sent to your Division Information Officers and all participants must use their DepEd emails and ensure they have installed Microsoft Teams to their devices.



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- 5. The conference will focus on the following:
 - a. roles and Responsibilities of a School Information Coordinator (SIC)
 - b. unified Incident Reporting
 - c. Social Media in DepEd CAR
 - d. Online Reporting
 - e. DepEd CAR participation to EO 70 or RTF-ELCAC
- For clarifications and inquiries, you may contact Mr. Georaloy I. Palao-ay at (074) 422-1318 or email at georaloy.palaoay@deped.gov.ph.
- 7. For information and strict compliance of all concerned.

a L. Cariño edd, ceso III

Regional Director &

ORD/PAU/glip/SIC



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