



Republic of the Philippines
Department of Education
Cordillera Administrative Region

JUN 21 2021

June 21, 2021

Regional Memorandum
No. 248.2021

**ORIENTATION ON THE REVISED DEPED PEOPLE'S FREEDOM OF
INFORMATION MANUAL OF 2020**

To: Schools Division Superintendents
All Schools Division Office
All Others Concerned

1. As per Unnumbered Memorandum from the Central Office dated June 10, 2021, a series of orientation on the DepEd People's Freedom of Information (FOI) Manual and Implementing Details, DepEd-CAR is included in **Cluster 1 which is scheduled on July 8, 2021, from 1:00 pm – 4:00 pm.**
2. Two (2) representatives per Division Office from any of the following are to be identified as participants: FOI Focal Person, Planning Officer, Information Officer, Records Officer, Admin Officer, and Data Privacy Officer.
3. One (1) representative each from Baguio City National High School and Benguet National High School are likewise to be identified as additional participants.
4. The orientation session will be conducted through Zoom platform with the following details:
Link: **<https://tinyurl.com/FOIOrientattion2021>**
Password: **foideped**
5. Please confirm your attendance by filling out the registration from through **<https://tinyurl.com/FOIregistration2021>** on or before **July 2, 2021.**
6. For further queries, you may contact the FOI Secretariat at foi@deped.gov.ph
7. Immediate dissemination of and compliance with this Memorandum is desired.

ESTELA L. CARIÑO EdD, CESO III
Director IV/Regional Director

ORD/PAU/gkip/cbm



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Republic of the Philippines
Department of Education
OFFICE OF THE SECRETARY

MEMORANDUM

TO : Regional Directors
School Division Superintendents
Public Elementary and Secondary School Heads

FROM : *Nepomuceno A. Malaluan*
ATTY. NEPOMUCENO A. MALALUAN
Undersecretary and Chief of Staff

SUBJECT : Orientation on the Revised DepEd People's FOI Manual of 2020

DATE : June 10, 2021

In compliance with Executive Order No. 2, s. 2016 entitled "Operationalizing in the Executive Branch the People's Constitutional Rights to Information and the State Policies to full public disclosure and transparency in the Public Service," Data Privacy Act of 2012, and Ease of Doing Business and Efficient Government Service Delivery Act of 2018, the Department of Education (DepEd) recently revised its DepEd People's Freedom of Information (FOI) Manual and Implementing Details.

The revised DepEd People's FOI Manual is designed to establish standard procedures and provide guidance to the central, regional, schools division offices and schools in attending to and fulfilling the requests for information of any Filipino citizen. The revisions in the 2020 version of the Manual are based on the outcomes of the FOI workshops held in Batangas in 2018 and in SEAMEO-Innotech in 2019.

To ensure the smooth and efficient implementation of the Manual, an orientation will be conducted for select representatives from the Regional and Division Offices, including at the School Level. The orientation seeks to discuss the changes and enhancement made in FOI implementing agents, standard procedures, and number of days processing the requests.

The following are the schedules of the orientation:

CLUSTER	DATE AND TIME	PARTICIPANTS
Cluster 1 Regions I, II, III, IV-A, IV-B, CAR	July 8, 2021, Thursday 1:00 PM – 4:00 PM	<ul style="list-style-type: none">Three (3) representatives per Regional Office and two (2) representatives per Division Office from any of the following:



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Orientation on the Revised DepEd People's FOI Manual of 2020
July 8, 15, and 22, 2021
1:00 PM – 4:00 PM

AGENDA

Time	TOPIC	Lead Discussant
1:00 - 1:05 PM	Preliminaries	<i>FOI Secretariat</i>
1:05 - 1:10 PM	Welcoming Remarks	Atty. Nepomuceno A. Malaluan <i>Undersecretary and Chief of Staff</i>
1:10 – 1:15 PM	Orientation Objectives	Roger B. Masapol <i>Director IV, Planning Service</i>
1:15 - 1:45 PM	FOI General Information	<i>Presidential Communications Operations Office</i>
1:45 - 1:55 PM	Question & Answer	
1:55 - 3:05 PM	Discussion of the Revised FOI Manual	<i>FOI Secretariat Public Assistance and Action Center</i>
3:05 - 3:25 PM	Question & Answer	
3:25 - 3:45 PM	Relevance of Data Privacy Act of 2012 and Ease of Doing Business and Efficient Government Service Delivery Act of 2018 and its Application to the Violations, Penalties and Liabilities of the Revised FOI Manual	<i>Office of Legislative Affairs, External Partnerships and Project Management Service</i>
3:45 - 3:55 PM	Question & Answer	
3:55 - 4:00 PM	Closing Remarks	June Arvin C. Gudoy <i>Director IV, Public Affairs Service</i>



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Cluster 2 Regions V, VI, VII, VIII, NCR	July 15, 2021, Thursday 1:00 PM – 4:00 PM	<ul style="list-style-type: none">○ FOI Focal Persons○ Planning Officers○ Information Officers○ Records Officers○ Admin Officers○ Data Privacy Officers• Two (2) School Level representatives per region
Cluster 3 Regions IX, X, XI, XII, CARAGA, BARMM	July 22, 2021, Thursday 1:00 PM – 4:00 PM	

The orientation sessions will be conducted through the Zoom platform. The meeting details are the following:

Link: <https://tinyurl.com/FOIOrientation2021>
Password: foideped

Kindly confirm your attendance by filling out the registration form through <https://tinyurl.com/FOIregistration2021> on or before July 2, 2021.

For any questions and clarifications, please contact the FOI Secretariat at foi@deped.gov.ph.

Thank you very much.