



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet



Office of the Regional Director Tel.No. (074)422-1318; Fax: 422-4074; Office of the ARD Tel. No.: 309-3013;
Admin. Office: 422-1804; Finance Division: 422-5155; Curriculum & Learning Mgt. Division: 422-7096; Quality Assurance Division: 422-5187

OFFICE MEMORANDUM

No. **128.2015**
To: : **All Division Chiefs**
: **ICTU Staff**
: **PAU Staff**
: **Personnel Concerned**

RELEASED
SEP 01 2015

DEPED-CAR Time: _____

From: : 
: **ELLEN B. DONATO, ED. D. CESO III**
: **Regional Director**

Date: : August 28, 2015

SUBJECT : **COMPOSITION AND FUNCTIONS OF THE WEBSITE
MANAGEMENT COMMITTEE**

1. With the development and management of the DepEd-CAR official website, the following are to compose the Website Management Committee:

Consultants: **ELLEN B. DONATO, Ed.D., CESO III**
Regional Director

ESTELA L. CARIÑO, Ed.D., CESO V
Assistant Regional Director

ALL DIVISION CHIEFS

Chairperson: **JUMAR B. YAGO-AN**
Information Technology Officer I

Co-Chair: **GEORALLOY I. PALAO-AY**
Public Affairs Officer

Members:
VANDOLPH B. FLORA - ICTU
JEREMY KERMIT B. PADILLA - ICTU
GLENN P. PAPA - PAU
DAISY P. ESWAT - PAU



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Focal Persons:

CORNELIA D. DULNUAN – Administrative Division
EVANGELINE P. MALAG - ESSD
JANET M. AMBUCAY - PPRD
CRISTINA L. PAQUIT – Finance Division
EMMANUELA M. GABOL - HRDD
WARLY E. KINDIAWAN - CLMD
JEFFERSON A. VILLENA - FTAD
SHERYL C. LACDAO - Legal Unit

2. The ICT Unit is tasked to do the development, administration and maintenance of the said website.
3. The Public Affairs Unit shall provide press releases, news and updates, info graphics, and other advocacy materials.
4. The Records Unit shall provide a copy of all released Regional Orders, Regional and Office Memorandums and Advisories.
5. The BAC Secretariat shall provide procurement updates which includes invitation to bid, bid documents, bid bulletin, notice of award, contracts, and notice to proceed.
6. Focal persons shall collect contents and updates from their respective divisions.
7. All contents and regular updates shall be submitted in **e-copy** to the **Public Affairs Unit** or through **pau.depedcar@gmail.com**.

Please be guided accordingly.