

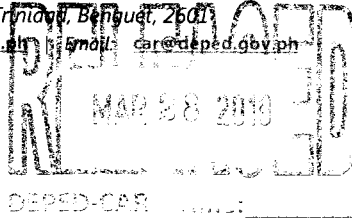


Republic of the Philippines  
DEPARTMENT OF EDUCATION  
**CORDILLERA ADMINISTRATIVE REGION**

Wangal, La Trinidad, Benguet, 2601  
Website: [www.depedcar.ph](http://www.depedcar.ph) Email: [car@deped.gov.ph](mailto:car@deped.gov.ph)



March 28, 2019




**Regional Memorandum**

No. 113-2019

**DESIGNATION OF DEPARTMENT OF EDUCATION – CORDILLERA ADMINISTRATIVE REGION (DEPED-CAR) OFFICIAL SPOKEPERSONS**

To: **Schools Division Superintendents**  
**Regional Division Chiefs**  
**Schools Division Office Chiefs**  
**Public and Private Elementary and Secondary School Heads**  
**All Others Concerned**

1. For the information and guidance of all concerned, the Regional Director is the main spokesperson of the Department of Education – Cordillera Administrative Region.
2. Whenever the Regional Director is not available, the Department designates **Mr. Georaloy I. Palao-ay, Public Affairs Officer**, as the official spokesperson of DepEd-CAR.
3. All other Regional Office Division Chiefs and Regional Office personnel requested by the Media to give interviews or provide official statements, data, or information on matters pertaining to DepEd-CAR, are directed to first seek clearance from the Regional Director.
4. At the division level, the official spokespersons are either the **Schools Division Superintendent (SDS) or Assistant Schools Division Superintendent (ASDS)**. The alternate spokesperson in the absence of either the SDS or ASDS is the **Designated Division Information Officer (DIO)**.
5. All other Schools Division Office Chiefs, division office personnel, including school heads and teachers requested by Media or any other person to provide official statements, data, or information on matters pertaining to the Department as a whole, are directed to first seek clearance from the Schools Division Superintendent. However, if Media query is not directly a school or division matter and concerns more of programs, projects, activities and advocacies that are to be handled at the regional or national level, clearance must be from the Regional Director.
6. The above-mentioned protocol shall be observed to prevent communication crises emanating from the schools up to the Regional Office as well as for DepEd CAR to have a singular messaging direction as to its advocacies and mode of addressing issues and concerns coursed through the Media.
7. Immediate dissemination and compliance of this Memorandum is desired.

  
**MAY E. ECLAR, Ph.D., CESO V**  
Regional Director

ORD/PAU/glip

TN: 1537 89909

**Contact Numbers (Area Code: 074):**

Office of the Regional Director	422-1318	Administrative Division	422-1804	CLMD	422-7096	HRDD	422-9590
Fax	422-4074	Cash Section	423-2215	LRMDS	422-0615	NEAP-R	422-5500
Office of the ARD	422-9590	Payroll Section	424-3993	ESSD	423-2218	PPRD	422-9590
ICT Unit	422-1318	Records Section	423-2213	Finance Division	422-5155	QuAD	422-5187
Public Affairs Unit	422-1318	Supply Section	422-2198	FTAD	424-5187	COA	422-7434
Legal Unit	423-2214	General Services Unit	422-1804				