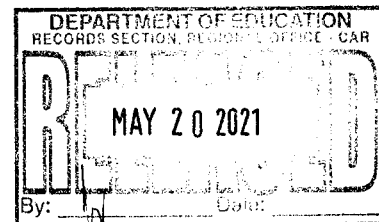




Republic of the Philippines
Department of Education
 Cordillera Administrative Region



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





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June 15, 2021 (8:00 am to 4:30 pm)	Mt. Province	Division Information Officers and their Alternates, District Information Officers and their Alternates, School Information Coordinators
June 17, 2021 (8:00 am to 4:30 pm)	Abra	Division Information Officers and their Alternates, District Information Officers and their Alternates, School Information Coordinators
June 22, 2021 (8:00 am to 4:30 pm)	Apayao	Division Information Officers and their Alternates, District Information 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 am to 4:30 pm)	Tabuk City	Division Information Officers and their Alternates, District Information Officers and their Alternates, School Information Coordinators
June 25, 2021 (8:00 am to 4:30 pm)	Kalinga	Division Information Officers and their Alternates, District Information Officers and their Alternates, School Information 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

6. For clarifications and inquiries, you may contact Mr. Georaloy I. Palao-ay at (074) 422-1318 or email at georalov.palaoay@deped.gov.ph.

7. For information and strict compliance of all concerned.

ESTELA L. CARIÑO EdD, CESO III
Regional Director

ORD/PAU/glip/SIC

