



SCHOOLS DIVISION OF NEGROS ORIENTAL
Office of the School Governance and Operations Division

Capitol Area, Dumaguete City

www.depednegor.net negros.oriental@deped.gov.ph SGOD Office (035) 225 - 6180

March 20, 2018

TRAVEL ORDER
NO. 361, s. 2018

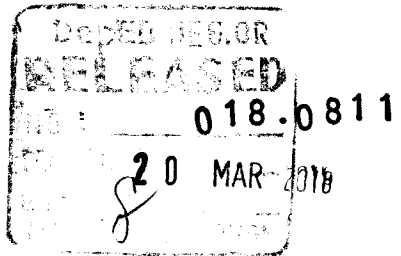
TO : **MRS. KARLA PANESA ANTONIO**
DIVISION INFORMATION OFFICER

OFFICE : SGOD, Division of Negros Oriental

PURPOSE : To attend **VALIDATION OF THE DEPED SERVICE MARKS AND VISUAL IDENTITY MANUAL IN VISAYAS AND MINDANAO REGIONS**

DATE OF TRAVEL : April 10-12, 2018

VENUE/PLACE : **ECOTECH** Center, Sudlon, Lahug, Cebu City

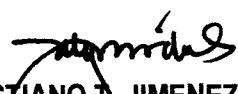


ALLOWED/CHARGED TO: **(2018 EDUCATION, INFORMATION AND COMMUNICATION SERVICES/ DIVISION MOOE funds, subject to the usual accounting and auditing rules and regulations)**

: Transportation and other incidental expenses (**DIVISION MOOE**)

: Meals and accommodation (**2018 EDUCATION, INFORMATION AND COMMUNICATION SERVICES funds**)

Note: For the details of your travel, please see attached communication.


SALUSTIANO T. JIMENEZ, CESO VI
OIC-Office of the Assistant Regional Director
Concurrent Schools Division Superintendent

SGOD
LTC/bp





REPUBLIKA NG PILIPINAS
 REPUBLIC OF THE PHILIPPINES
 KAGAWARAN NG EDUKASYON
 DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
 Sudion, Lahug, Cebu City



REGIONAL MEMORANDUM
 No. 0227, s. 2018

Dr. 2/19/18

MAR 19 2018

**VALIDATION OF THE DEPED SERVICE MARKS AND VISUAL IDENTITY
 MANUAL IN VISAYAS AND MINDANAO REGIONS**

TO: All Schools Division Superintendents/OICs
All Division Information Officers
All Others Concerned

1. For the information and guidance of all concerned, enclosed is a DepEd Memorandum, directing the participation of all Information Officers in this region to join its **Validation of the DepEd Service Marks and Visual Identity Manual in Visayas and Mindanao Regions** on **April 10-12, 2018** at the Ecotech Center, Lahug, Cebu City.
2. Attention is invited to paragraph 2 of the said Memorandum, relative to the objectives of the said validation.
3. This region has been permitted to send (1) participant from each of its 19 Schools Division Offices; hence, (1) Division Information Officer per division shall attend the said activity. All participants are required to confirm their attendance on or before **March 20, 2018** by accomplishing the Confirmation of Attendance Slip provided in *Enclosure No. 2*. Please e-mail it to region7@deped.gov.ph.
4. Registration will commence at **1:00 PM** on **April 10, 2018**. The first meal to be served will be lunch on the aforementioned date and the last meal will be lunch on **April 12, 2018**.
5. The board and lodging expenses shall be charged to the 2018 Education, Information and Communication Services (EICS) Funds. Other expenses related to the said event shall be charged to local funds. All other incurred expenses shall be subject to the usual accounting rules and regulations.
6. The said Memorandum and other related documents are herewith attached for further reference.
7. Immediate dissemination of this Memorandum is enjoined.

Juliet A. Jeruta
JULIET A. JERUTA, Ph.D., CESO IV
 Director III
 OIC-Regional Director

REGRV



Republic of the Philippines
Department of Education

06 MAR 2018

MEMORANDUM to-

Undersecretaries
 Assistant Secretaries
 Bureau and Service Directors
 Regional Directors) Regions VI, VII, VIII, IX, X, XI, XII and Caraga
 Schools Division Superintendents) Selected Schools Divisions
 Division Chiefs
 All Others Concerned

**VALIDATION OF THE DEPED SERVICE MARKS AND VISUAL IDENTITY MANUAL
 IN VISAYAS AND MINDANAO REGIONS**

1. The Department of Education (DepEd), through the Public Affairs Service Publications Division (PAS-PD), will conduct the **Validation of the DepEd Service Marks and Visual Identity Manual (DSMVIM) in Visayas and Mindanao Regions** from April 10 to 12, 2018 at the Ecotech Center, Lahug, Cebu City.
2. The validation aims to:
 - a. orient the participants on the proper utilization of the official seal and logo contained in DSMVIM;
 - b. familiarize themselves on the peculiar features of the service marks and other DepEd standard templates; and
 - c. document relevant comments and recommendations generated from them to improve further the utilization of the service marks and guidelines.
3. The target participants are administrative officers/information officers assigned at the Public Affairs Unit of the regional offices and administrative officers at the schools division offices from selected schools divisions identified by the regional directors from Regions VI, VII, VIII, IX, X, XI, XII and Caraga Region.
4. The number of participants per region is provided in Enclosure No. 1.
5. The participants are expected to be at the venue at 1:00 p.m. of Day 1, **April 10** for the registration. The first meal to be served will be lunch of the same day and the last meal will be lunch of Day 3, **April 12, 2018**.
6. Expenses relative to the aforementioned activity, including board and lodging of the management staff/secretariat, resource persons and participants, contingency, supplies and materials, transportation expenses of the resource persons and management staff/secretariat, and other expenses shall be charged to the 2018 Education, Information and Communication Services (EICS) Funds. The transportation expenses of the participants shall be charged to local funds. All expenses to be incurred shall be subject to the usual accounting rules and regulations.
7. The names of the participants must be submitted, using the confirmation slip provided in Enclosure No. 2, to email address: pas.pd@deped.gov.ph on or before **March 23, 2018**.

8. For more information, all concerned may contact the **Public Affairs Service-Publications Division (PAS-PD)**, Department of Education (DepEd) Central Office, Ground Floor, Aguinaldo Building near Motorpool Area, DepEd Complex, Meralco Avenue Pasig City at telephone no. (02) 633-93-41.

9. Immediate dissemination of this Memorandum is desired.


LEONOR MAGTOLIS BRIONES
Secretary

Ends:
As stated

APA/UM Validation of the USMVM in Visayas and Mindanao
6:72/February 21, 2018

(Enclosure No. 1 to Unnumbered Memorandum dated March 6, 2018)

**VALIDATION OF THE DEPED SERVICE MARKS AND VISUAL IDENTITY MANUAL
IN VISAYAS AND MINDANAO REGIONS**

April 10-12, 2018

Cebu City

NUMBER OF PARTICIPANTS PER REGION

Region	Number of Participants
VI	9
VII	18
VIII	9
IX	6
X	6
XI	6
XII	6
Caraga	6
TOTAL	66