



Republic of the Philippines  
**Department of Education**  
REGION I

DEPED REGIONAL OFFICE I

**RELEASED**

APR 21 2020

BY:  03767

Office of the Regional Director


REGIONAL MEMORANDUM

No. **193**, s. 2020

**RECOMMENDING THE USE OF MICROSOFT TEAMS, WORKPLACE BY  
FACEBOOK AND GOOGLE MEET IN VIDEO CONFERENCING**

To: All Schools Division Superintendents

1. This has reference to OUA Memorandum No. 00-0420-0042 dated April 17, 2020, entitled Recommending the use of Microsoft Teams, Workplace by Facebook and Google Meet in Video Conferencing.
2. The Office of the Undersecretary for Administration through the Information and Communications Technology Service strongly recommends the use of the following video conferencing platforms:
  - a. Microsoft Teams
  - b. Workplace by Facebook
  - c. Google Meet
3. Attached is the Memorandum for reference.
4. For information and guidance.

  
**TOLENTINO G. AQUINO**

Director III  
Officer-In-Charge  
Office of the Regional Director

Encl.: As stated

Reference: OUA Memorandum No. 00-0420-0042

To be indicated in the Perpetual Index

Under the following subjects:

COMMUNICATIONS  
INFORMATION TECHNOLOGY

ORD/ICTU/scl/RMICTU004  
April 20, 2020

**DepEd Region 1: Built on character; empowered by competence.**



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Page 1 of 1





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Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
Tanggapan ng Pangalawang Kalihim

**OUA MEMO 00-0420-0042**  
**MEMORANDUM**  
17 April 2020

For: **Regional Directors**  
**Schools Division Superintendents**  
**Regional and Division Information Technology Officers**  
**School Heads**  
**School ICT Coordinators**  
**All Others Concerned**

Subject: **RECOMMENDING THE USE OF MICROSOFT TEAMS, WORKPLACE BY FACEBOOK, AND GOOGLE MEET IN VIDEO CONFERENCING**

The Office of the Undersecretary for Administration (OUA) through the Information and Communications Technology Service (ICTS) strongly recommends all concerned personnel to use the following platforms for video conferencing requirements:

1. Microsoft Teams
2. Workplace by Facebook
3. Google Meet

The Department of Education (DepEd) has existing arrangements with the said organizations and platforms which ensures that information in video conferences are secured and strictly confidential.

For appropriate action.

  
**ALAIN DEL B. PASCUA**  
Undersecretary



**Office of the Undersecretary for Administration (OUA)**

*[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers' Camp (BTC), Central Security & Safety Office (CSSO)]*

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