



Republic of the Philippines
Department of Education
 REGION I



REGIONAL MEMORANDUM

No. 1151 s. 2024

To: All Schools Division Superintendents
 All Others Concerned

**REQUEST FOR UPDATED CONTACT INFORMATION OF THIRD-LEVEL
 FIELD OFFICIALS**

1. This is in reference to the attached MEMORANDUM DM-OUHROD-2024-01-07633 dated September 19, 2024 from Atty. Revsee A. Escobedo, Undersecretary for Operations, and Asec. Malcolm S. Garma, Assistant Secretary for Operations, Department of Education, re: Request for Updated Contact Information of Third-Level Field Officials.
2. In line with this, it is requested to submit the data of the said Third Level Officials using the attached template which can be accessed at <https://tinyurl.com/3nac3m3p> on or before September 20, 2024, for consolidation of the Regional Office.
3. For information, guidance and strict compliance.

TOLENTINO G. AQUINO
In Director IV

Encl.: As Stated

References: As Stated

To be indicated in the Perpetual Index
 Under the following subjects:

INFORMATION OFFICIALS REQUEST TEMPLATE

AD/PS/hfa/RM_RequestforUpdatedContactInformationofThird-LevelFieldOfficials

September 19, 2024



Flores St., Catbangan, City of San Fernando, La Union
 Telephone Nos.: (072) 607-8137/682-2324

DepEd Region I region1@deped.gov.ph www.depedro1.com





Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM

DM-OUOPS-2024-01-07633

TO : ALL REGIONAL DIRECTORS

FROM : 
ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations


MALCOLM S. GARMA
Assistant Secretary for Operations

SUBJECT : REQUEST FOR UPDATED CONTACT INFORMATION OF THIRD-LEVEL FIELD OFFICIALS

DATE : September 19, 2024

This Office respectfully endorses the attached memorandum from Atty. Omar V. Romero, Undersecretary for Legal and Legislative Affairs, regarding their request for **updated contact information of third-level field officials** in reference to the creation of Formal Investigation Committees and designation of its members for the conduct of formal investigations in administrative cases, in accordance with DepEd Order No. 49, s. 2006.

In this regard, this Office respectfully requests the submission of the aforementioned data in **MS Excel format (.xlsx) using the template** which may be downloaded via this link: <https://tinyurl.com/3nac3m3p>. Further, **submissions must be sent to the Office of the Assistant Secretary for Operations on or before September 20, 2024 (Friday), 12NN through email at asec.ops@deped.gov.ph, copy furnished oure@deped.gov.ph. Submissions must be consolidated at the regional level, verified, and signed by the Regional Director.**

For further information, kindly contact the Office of the Assistant Secretary for Operations via email at asec.ops@deped.gov.ph or via landline at (02) 8633-7242.

For your immediate action.

Thank you.





Republic of the Philippines

Department of Education

OFFICE OF THE UNDERSECRETARY FOR LEGISLATIVE AFFAIRS

MEMORANDUM

OULLA-2024-1249

FOR : ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations

FROM : ATTY. OMAR V. ROMERO
Undersecretary for Legal and Legislative Affairs

Zenith J. Europa
ATTY. ZENITH J. EUROPA
Director IV, Legal Service #4

Rodel James R. Pulma
ATTY. RODEL JAMES R. PULMA
Chief, Legal Service-Legal Division #1

SUBJECT : REQUEST FOR UPDATED LIST OF ALL DEPARTMENT OF EDUCATION OFFICIALS WITH CONTACT INFORMATION

DATE : AUG 21 2024

This Office respectfully requests for an updated list of all Department of Education officials, particularly those in the Regional Offices and Schools Division Offices, to be used as our reference in the creation of Formal Investigation Committees (FICs) and designation of its members for the conduct of formal investigations in administrative cases, pursuant to Section 41 of DepEd Order No. 49, s. 2006¹.

Specifically, this Office requests the following details:

1. Name (preferably with prefixes such as Dr., or Atty.);
2. Designation (RD, ARD, SDS, or ASDS);
3. Region and Schools Division;
4. Office Address;
5. Contact Number (office and mobile number); and
6. DepEd Electronic Mail address.

The above requested information shall only be used for the stated official purposes and in accordance with the provisions of Republic Act No. 10173 or the Data Privacy Act of 2012.

For the consideration and approval of the Undersecretary.

¹ Revised Rules of Procedure of Administrative Cases in the Department of Education.

