



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

September 8, 2026

REGIONAL MEMORANDUM

No. **1169** s. 2026

**COORDINATION MEETING WITH DIVISION INFORMATION OFFICERS
AND PUBLIC ASSISTANCE COORDINATORS**

To: Schools Division Superintendents
Division Information Officers
Division Public Assistance Coordinators
All Others Concerned

1. The Department of Education (DepEd) Regional Office VIII, through the Public Affairs Unit (PAU), shall conduct a Coordination Meeting with Division Information Officers and Public Assistance Coordinators to strengthen collaboration and coordination in communicating the Department's programs, projects, policies, and accomplishments to stakeholders and the general public. The activity shall be conducted on **October 13-14, 2026**, at the RNEAP Training Hall 3, DepEd Regional Office VIII.
2. Specifically, the activity aims to:
 - a. discuss advocacy and communication strategies for effectively promoting DepEd programs, projects, initiatives, and accomplishments at the regional and division levels;
 - b. monitor the implementation of the DepEd Manual of Style, particularly in the preparation and publication of official communications and information materials, as part of the Region's preparations for the implementation of the Quality Management System (QMS) at the Division Level; and
 - c. discuss and clarify salient DepEd policies, issuances, and guidelines relevant to information dissemination, public communication, and the work of Division Information Officers.
3. The participants in the said activity are Division Information Officers, Public Assistance Coordinators and the 3 personnel from PAU of DepEd Regional Office VIII.
4. The expenses for meals, snacks, and accommodation of participants shall be charged to PAU funds, while the travel expenses of division participants shall be charged to their local funds, subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination of and strict compliance with this Memorandum are desired.

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