



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF PANABO CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

OSDS-2025-0190

To : Assistant Schools Division Superintendent
Chief of the Schools Governance and Operations Division
Chief of Curriculum Implementation Division
Division Information Officer
Division Human Resource Management Officer

Subject: **PLANNING WORKSHOP FOR THE CRAFTING OF THE 2026 DEPED
DAVAO REGION COMMUNICATION PLAN**

Date : November 19, 2025

Relative to the Regional Memorandum No. ORD-2025-130 dated November 13, 2025 re: **Planning Workshop for the Crafting of the 2026 DEPED Davao Region Communication Plan** on November 25-26, 2025 at Sunny Point Hotel, Davao City, please be informed that **Rex C. Aniscal, OIC-Division Information Officer (DIO)** and **Neo Carlo R. Magno, Division Public Assistance Coordinators (DPAC)** is directed to attend the said activity.

All provisions stated in the abovementioned Memorandum shall remain enforced. Travel expenses shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.

For guidance and compliance.

JINKY B. FIRMAN, PhD, CESO VI
Schools Division Superintendent

By the authority of the SDs:

JANVARIO E. YAMOT
Chief, Curriculum Implementation Division

Enclosed: as stated.
OSDS/rca

RELEASED

NOV 20 2025

RECORDS SECTION SDO PANABO CITY
BY



Republic of the Philippines
Department of Education
DAVAO REGION

November 13, 2025

REGIONAL MEMORANDUM
ORD-2025-130

PLANNING WORKSHOP FOR THE CRAFTING OF THE 2026 DEPED DAVAO
REGION COMMUNICATION PLAN

To: Schools Division Superintendents

1. There will be a two-day Planning Workshop for the crafting of the 2026 DepEd Davao Region Communication Plan on November 25-26, 2025. The venue will be announced in a separate memorandum.
2. The objectives of the planning workshop include preparing year-round social media content focused on Promotion and Campaign Management and Reputation Management, finding strategies to come up with clear and accurate incident reports and complaints lodged in 8888 and other sources, preparing and handling a customer satisfaction survey, and preparing the Communication Plan for 2026.
3. The participants are the designated Division Information Officers (DIOs) and Division Public Assistance Coordinators (DPACs). In case the DIOs and DPACs are not available, the alternate DIO and DPAC shall attend the planning workshop.
4. Attached is the program/matrix for the two-day planning workshop.
5. Travel and other expenses are chargeable against local funds while meals and accommodation are charged to the Regional Office funds subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of the Memorandum is desired.

ALLAN G. FARNAZO
Director IV

PAU/mgvg

11/14/25

8:30am



Republic of the Philippines
Department of Education
DAVAO REGION

Attachment to Regional Memorandum ORD-2025-130

**PROGRAM/MATRIX FOR THE PLANNING-WORKSHOP FOR THE DEPED
DAVAO REGION COMMUNICATION PLAN 2026**

(Sunny Point Hotel, Davao City)

November 25, 2025

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|--------------|--|
| 8:00 – 9:00 | Registration/Arrival |
| 9:00 – 9:30 | Opening Program |
| 9:30 – 12:00 | Presentation of the Accomplishments of Communication Plan 2025 Analysis of Social Media posts, actions to complaints, incident reports, implementation of the customer satisfaction survey Setting of new directions for the 2026 Communication Plan |
| 12:00 – 1:00 | Lunch Break |
| 1:00 – 4:00 | Workshop on the crafting of the Communication Plan 2026 per strategy |
| 4:00 – 6:00 | Open Forum |

November 26, 2024

| | |
|--------------|---|
| 8:00 – 12:00 | Finalization of Communication Plan 2026 |
| 1:00 – 3:00 | Presentation of the final draft of Communication Plan 2026 HOME SWEET HOME |

Participants:

PAU personnel – 3
Division Information Officers (DIOs) - 11
Division Public Assistance Coordinators (DPACs) - 11



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