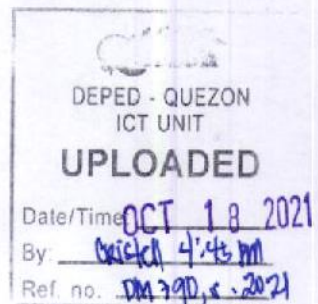




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



11 October 2021

DIVISION MEMORANDUM

DM No. 790, s. 2021

**Webinar on the DepEd Service Marks and Visual Identity Manual (DSMVIM)
and the DepEd Manual of Style (DMOS)**

To: OIC-Assistant Schools Division Superintendents
Division Chiefs
Public Schools District Supervisors
School Heads in-charge of Operations and Governance
District Information Officers
All Others Concerned

1. Relative to the release of **DepEd Order 30, s. 2019** (The Department of Education Manual of Style) and **DepEd Order 31 s. 2019** (The Department of Education Service Marks and Visual Identity Manual) prescribing the latest language style, format and usage, and highlighting the significance of institutionalizing a common format of official communications, presentations, learning resources, advocacy materials, and citations and all other collaterals, the SGOD-SMME will conduct a webinar in two batches on **November 4 and 5, 2021**.
2. Participants to this activity are the Public Schools District Supervisors (PSDSs), School Heads in-charge of Governance and Operations (ShiGO), and District Information Officers (DsIO). Select SDO personnel are also requested to join.
3. Participants are requested to register on or before **October 22, 2021** through the link tinyurl.com/REGfieldDMOSdsmvim to receive the pretest and webinar invite link.
4. Please see Enclosure No. 1 for the Schedule of Webinar per batch, and Enclosure No. 2 for the Indicative Program of Activities.
5. For information and compliance of all concerned.

ELIAS A. ALICAYA JR., EdD
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

mbmtsmme10/11/2021

DEPEDQUEZON-TM-SDS-04-009-003



"Creating Possibilities, Inspiring Innovations"

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Enclosure No. 1 to DM No. 790, s. 2021

Schedule of Webinar

Webinar on the DepEd Service Marks and Visual Identity Manual (DSMVIM) and the DepEd Manual of Style (DMOS)			
November 4, 2021		November 5, 2021	
List of Districts (Batch 1)		List of Districts (Batch 2)	
Candelaria East	Alabat	Burdeos	Agdangan
Candelaria West	Atimonan I	Gen. Nakar I	Buenavista I
Dolores	Atimonan II	Gen. Nakar II	Buenavista II
San Antonio	Calauag East	Infanta	Catanauan I
Sariaya East	Calauag West	Lucban	Catanauan II
Sariaya West	Guinayangan North	Mauban North	Gen. Luna
Tiaong II	Guinayangan South	Mauban South	Macalelon
Tiaong I	Gumaca East	Pagbilao I	Mulanay I
	Gumaca West	Pagbilao II	Mulanay II
	Lopez East	Panukulan	Padre Burgos
	Lopez West	Patnanungan	Pitogo
	Perez	Jomalig	San Andres
	Plaridel	Pollillo	San Francisco I
	Quezon	Real	San Francisco II
	Tagkawayan I	Sampaloc	San Narciso I
	Tagkawayan II		San Narciso II
			Unisan

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Enclosure No. 2 to DM No. 790, s. 2021

Indicative Program of Activities

Webinar on the DepEd Service Marks and Visual Identity Manual (DSMVM) and the DepEd Manual of Style (DMOS)		
November 4 and 5, 2021 via Zoom		
Time	Activity/Presentation	Persons Responsible
8:00 - 8:15 a.m.	<i>Program Preliminaries</i>	AVP Oscar R. Duma Jr./ Maria Bernadit M. Tupas- <i>Program Managers</i> Michelle G. Duma- <i>Program Facilitator</i> Wilbert Porteza- <i>Technical Support (Batch 1)</i> Rommel Oczon- <i>Technical Support (Batch 2)</i>
8:16 – 8:26 a.m.	<i>Welcome Remarks</i>	Gregorio A. Co Jr. <i>OIC-Assistant Schools Division Superintendent SGOD-In-Charge</i>
8:27 – 9:00 a.m.	<i>Inspirational Message</i>	Elias A. Alicaya Jr., EdD <i>OIC-Schools Division Superintendent</i>
9:01 – 9:15 a.m.	Statement of Purpose	Raul R. Agaran <i>SGOD-EPS</i>
9:16 – 9:30 a.m.	Indicative Program of Activities/ Online Pretest	Oscar R. Duma, Jr. <i>SEPS-SMME</i>
9:31 – 11:00 a.m.	DepEd Service Marks and Visual Identity Manual	Maria Bernadit M. Tupas <i>EPS II-SME</i>
11:01 – 1:00 p.m.	<i>Lunch</i>	<i>Lunch</i> <i>Lunch</i>
1:01- 3:00 p.m.	DepEd Official Correspondence/ DepEd Manual of Style	Oscar R. Duma, Jr. <i>SEPS-SMME</i>
3:01 – 3:15 p.m.	Closing Remarks	Elizabeth M. De Villa <i>SGOD Chief</i>
3:16 – 4:00 p.m.	Online Post-test/ End-Program Evaluation	Maria Bernadit M. Tupas <i>EPS II-SME</i>

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