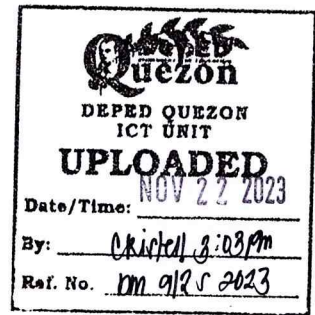




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



20 November 2023

DIVISION MEMORANDUM

DM No. 912, s. 2023

SEMINAR OF DISTRICT INFORMATION COORDINATORS ON PRINT AND NON-PRINT INFORMATION DISSEMINATION

To: Assistant Schools Division Superintendents
Division Chiefs
Public Schools District Supervisors
District Information Coordinators
All Others Concerned

1. In support of the active information management and dissemination of implemented programs, activities, and projects (PAPs) in schools and districts through various print materials and/or social media advocacy campaigns, including the monitoring of DepEd Manual of Styles (DMOS) and DepEd Service Marks and Visual Identity Manual (DSMVIM) implementation as per DO 30, s. 2019 and DO 31, s. 2019, respectively, this Office shall conduct a one-day **Seminar of District Information Coordinators on Print and Non-Print Information Dissemination** on November 30, 2023, at a venue to be announced in a separate Memorandum.
2. This activity aims to acquaint the participants with the key functions of the School Information Coordinators (SICs) and District Information Coordinators (DICs); explain the guides on basic news writing and layout principles; recall select provisions of the DMOS/DSMVIM and MATATAG branding guidelines; and discuss strategies for effective DepEd Tayo page management.
3. The DICs are requested to preregister through <https://tinyurl.com/DICseminar28> on or before November 26, 2023.
4. Immediate dissemination of this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent 

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DEPEDQUEZON-TM-SDS-04-009-004



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