

54554



Republic of the Philippines  
**Department of Education**  
REGION XI  
SCHOOLS DIVISION OF DIGOS CITY

**OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT**


**DIVISION MEMORANDUM**  
No. 118, s. 2020

February 18, 2020

**Review of All Division Communications and Issuances for Signature of the Schools Division Superintendent in Conformance to the DepEd Manual of Styles and the DepEd Service Marks and Visual Identity Manual**

To: Assistant Schools Division Superintendent  
Chiefs, CID and SGOD  
Section and Unit Heads  
All others concerned

1. In order to ensure conformance of all documents and other issuances to the guidelines contained in DepEd Order 30, 2019 – The DepEd Manual of Styles (2018 Edition) and DepEd Order 31, 2019 – The DepEd Service Marks and Identity Manual (DSMVIM) in construction and format, the Assistant Schools Division Superintendent shall affix her initials beside the name of the Schools Division Superintendent to indicate that the document to be signed by the signatory has been reviewed and found to be in order.
2. For immediate dissemination and compliance.

  
**CRISTY C. EPE**  
Schools Division Superintendent

DepEd Schools Division of Digos City  
RECORDS SECTION  
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BY: 



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