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

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM
OSDS-2024- 29

To : Division Chiefs
School Heads
School ICT Coordinators
Concerned Personnel

Subject : SUBMISSION OF SOCIAL MEDIA ACCOUNTS, WEBSITE, AND INFORMATION SYSTEMS

Date : March 11, 2024

Attached is memorandum OUA-OUT-022724-13-1 and Regional memorandum ORD-2024-037, regarding the submission of social media accounts, website, and information systems, all assigned administrators are mandated to submit a comprehensive list through the MS forms accessible at bit.ly/CROSMAWIS on or before March 8, 2024.

All administrators of Facebook Pages and other social media accounts of all DepEd Offices and schools in all governance levels must immediately secure their social media and email accounts and implement multi-factor authentication.

All schools and DepEd Offices in all government levels are mandated to submit on the following:

- a.) A comprehensive list of all social media accounts (school/office/unit/programs/projects), assigned administrators, and the email addresses and/or phone numbers used to administer the accounts.
- b.) A comprehensive list of all websites and information systems, the assigned administrators, and contact details of administrators. The list should cover websites and information systems across all environments.

For more details, please refer to the attached memorandum.

For Information and Compliance.

M. P. Estacio
MELANIE P. ESTACIO, CESO
OIC- Schools Division Superintendent

DepEd Schools Division of Digos City
RECORDS SECTION

RELEASED

DATE: MAR 12 2024 TIME: 2:57 PM



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Republic of the Philippines
Department of Education
DAVAO REGION

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Office of the Regional Director

REGIONAL MEMORANDUM

ORD-2024-037

To : Schools Division Superintendents

Subject: SUBMISSION OF SOCIAL MEDIA ACCOUNTS, WEBSITE,
AND INFORMATION SYSTEMS

Date : March 4, 2024

As per Memorandum OUA-OUT-022724-13-1 regarding the submission of social media accounts, website, and information systems, all assigned administrators are mandated to submit a comprehensive list through the MS forms accessible at bit.ly/CROSMAWIS on or before March 8, 2024.

For compliance.

ALLAN G. FARNAZO
Director IV

PAU1/mgug

DEPARTMENT OF EDUCATION ROXI
RECORDS SECTION
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By:
Date: 3.5.24 Time: 2:37.4



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Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR ADMINISTRATION


MEMORANDUM

OUA-OUT-022724-13-1

27 February 2024

DEPARTMENT OF EDUCATION
 OFFICE OF THE UNDERSECRETARY FOR ADMINISTRATION
 RECEIVED
 7.9.24 8:29

FOR : **UNDERSECRETARIES
 ASSISTANT SECRETARIES
 BUREAU AND SERVICE DIRECTORS
 REGIONAL DIRECTORS
 SCHOOLS DIVISION SUPERINTENDENTS
 PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS
 ALL OTHERS CONCERNED**

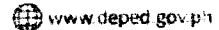
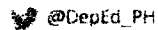
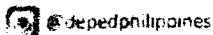
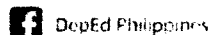
FROM : 
NOLASCO A. MEMPIN
 Undersecretary

SUBJECT : **SUBMISSION OF A COMPREHENSIVE REPORT ON SOCIAL
 MEDIA ACCOUNTS, WEBSITES, AND INFORMATION
 SYTEMS**

In view of the recent incidents involving compromised Facebook Pages of schools and DepEd offices, the Office of the Undersecretary for Administration is issuing the following directives:

1. All administrators of Facebook Pages and other social media accounts of all DepEd offices in all governance levels must immediately secure their social media and email accounts and implement multi-factor authentication; and
2. All schools and DepEd offices in all governance levels are mandated to submit reports on the following:
 - a. A comprehensive list of all social media accounts (school/office/unit programs/projects), the assigned administrators, and the email addresses and/or phone numbers used to administer these accounts.
 - b. A comprehensive list of all websites and information systems, the assigned administrators, and contact details of administrators. The list should cover websites and information systems across all environments:
 - i. Development - Used by developers to write, update, and debug code for websites and information systems.

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 Telephone No.: (02) 8633-1783; Email: useforadministration@deped.gov.ph



- ii. Test – Used by developers to evaluate websites and information systems to ensure functionality, compatibility, and reliability.
- iii. Staging – Used by developers to test websites and information systems before deployment to production. This environment mirrors the production environment; and
- iv. Production – The live or operational environment where websites and information systems are deployed and accessed by end-users for regular use.

Reports are to be submitted through MS forms accessible at bit.ly/CROSMAWIS on or before **March 08, 2024**.

For questions and clarifications, you may email cybersecurity@deped.gov.ph.

For information and immediate compliance.

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