



Republic of the Philippines  
**Department of Education**  
DIGOS CITY DIVISION

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

CID-2025- *608*

To : Curriculum Implementation Division Chief

Attention:

**RUBEN EVARRETTA, PDO II**  
**FRANCIS JUDE D. ALCOMENDRAS, AO-V**

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

Date : NOVEMBER 22, 2025

Pursuant to Regional Memorandum ORD-2025-130 re: **Planning Workshop for the Crafting of the 2026 DepEd Davao Region Communication**, this office advises **Ruben Evarretta**, PDO II, as alternate of **Leilani T. Señires**, DIO-Designate, and **Francis Jude Alcomendras**, DPAC-Designate, to attend the Planning Workshop for the Crafting of the 2026 DepEd Davao Region Communication Plan on November 25-26, 2025, where venue of the activity will be announced in a separate memorandum.

The objectives of the planning workshop include preparing yea-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.

Attached is the program/matrix for the two-day planning workshop.

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.

For compliance.

**MELANIE P. ESTACIO, PhD, CESO VI**  
Schools Division Superintendent

Enclosed: As stated,  
CID/LR/lts

DepEd Schools Division of Digos City  
RECORDS SECTION  
RELEASED  
DATE: NOV 26 2025  
BY: *[Signature]*



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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

*[Handwritten signature and date]*  
11-14-25