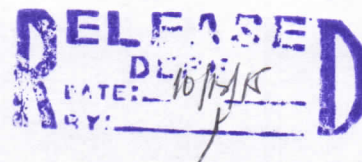




DepED
DEPARTMENT OF EDUCATION
Department of Education
Region I
DIVISION OF CITY SCHOOLS
Burgos Street, Dagupan City
www.depeddagupan.com
email address: dagupan.city@deped.gov.ph



To: **All DepEd Dagupan Employees
Teaching and Non-Teaching Personnel**

From: **FROSERFINA J. BRAVO**
OIC-Schools Division Superintendent *[Signature]*

Subject: **Utilization of Email Issued by the Department of Education & Issuance of New
Email Account for DepEd Dagupan Personnel**

Date: **October 12, 2015**

To achieve the policy of enhancing the existing media of communication, promoting a sense of identity and facilitating a culture of collaboration, the Department of Education issues the Guidelines on the Use of the DepEd Email Service to operationalize the use of DepEd Email Service pursuant to Deped Order No. 85, s. 2012 entitled Policy on the Establishment of DepEd Email Service

In view hereof, all **DepEd Dagupan personnel**, newly hired **regular permanent teachers** and **permanent employees**, are instructed to have their DepEd Email account registered in this link - <https://depedverify.appspot.com>

To all employees in the Division of Dagupan City, who have successfully registered and verified their DepEd email account, you are encouraged to use your DepEd Email account especially so whenever accessing the Department's web-based systems e.g. LIS, EBEIS, etc., and government transactions as per instruction from Central Office.

For more details, please send your queries and concern to dagupan.city@deped.gov.ph

For immediate dissemination and compliance.