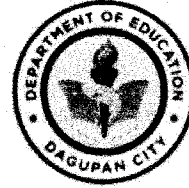




Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region I  
SCHOOLS DIVISION OFFICE  
DAGUPAN CITY



Division Memorandum  
No. 398 s. 2019

To: Asst. Schools Division Superintendent  
Chief Education Supervisors, CID/SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Schools Division Unit Heads  
Public Elementary and Secondary School Heads  
ALS Education Program Specialists  
School ICT Coordinators  
Others Concerned

**RELEASED**  
DEPED  
DATE: 12-03-19  
BY: SPM  
P 6773

From:  **MARIA CELIX JUNIO-FERNANDEZ, EdD, MDM-SEC**  
Schools Division Superintendent

Subject: **DIVISION ROLLOUT ON DEPED SERVICE MARKS AND VISUAL IDENTITY MANUAL (DSMVIM) AND DEPED MANUAL OF STYLE (DMOS)**

Date: December 3, 2019

1. The Schools Division Office (SDO) will conduct a Division Rollout on DepEd Service Marks and Visual Identity Manual (DSMVIM) and DepEd Manual of Style (DMOS) at the Division Training Center on December 13, 2019.
2. The rollout out aims to:
  - Actively take part in promoting the use of DSMVIM & DMOS;
  - Establish the proper and legitimate use of the DepEd seal and logo, which are times used inappropriately and interchangeably;
  - Recommend the use of official style guide containing sets of standards and guidelines for styling and formatting of agency issuances and documents for use by the entire Department; and
  - Build strong awareness and recognition of DepEd's image as learner-centered institution that continuously improves itself to better serve the public by adhering to the provisions of DSMVIM & DMOS.
3. The participants to this rollout are Education Program Supervisors, Public Schools District Supervisors, Schools Division Unit Heads, Public Elementary and Secondary School Heads, ALS Education Program Specialists, and school ICT Coordinators.
4. Participants are expected to bring their own laptop, extension wire, pocket wifi, softcopies of DepEd logo and seal, division seal, school seal, and ISO logo certifying body.
5. Registration will start at 12:30 pm.
6. Attached herewith is the list of identified participants as well as training program.
7. Immediate dissemination and compliance of this Memorandum is desired.

DEPED  
**RECEIVED**  
DATE: 12-03-19  
TIME: 3:40pm  
REYNANTE B. INFANTE  
IT OFFICER I

Name of School/ Office	School/Unit Head	School ICT	Total
Juan L. Siapno ES	Alvin A. Bautista	1	2
Malued ES	Agape M. Nabua	1	2
Dagupan City National High School			
JHS	Medarlo V. De Leon	1	2
SHS	Willy U. Guieb	1	2
Lucao ES	Gary B. Desoloc	1	2
WCES I	Valentina F. Hortaleza	1	2
WCES II	Reymond N. Villare	1	2
Bacayao Sur ES	Renato R. Santillan	1	2
Caranglaan ES	John Silvester A. Alipio	1	2
ECIS (Elem., JHS, SHS)	Reynardo C. Barrozo	1	2
Pascuala G. Villamil ES	Oliver M. Ferrer	1	2
Pogo-Lasip ES	Marisel M. Gatchalian	1	2
Lasip Grande ES	Ma. Imelda A. Infante	1	2
Mangin-Tebeng ES	Edwina R. Carrera	1	2
Tambac ES	Rochelle T. Aquino	1	2
Tebeng ES	Jennifer M. Festejo	1	2
BBES	Renato D. Benitez	1	2
Bliss ES	Shezydee E. Agas	1	2
Leon-Francisco Maramba ES	Ronel T. Salazar	1	2
BBNHS	Bernadette B. Castro	1	2
NCES	Maricris P. Ferrer	1	2
FNCIS (Elem., JHS, SHS)	Dante T. Ubando	1	2
GGDPES	Liduvina Q. Antonio	1	2
Sabangan ES	Editha V. Luna	1	2
Juan P. Guadiz ES	Jose Q. Taparo	1	2
Pantal ES	Jimmy D. Cancino	1	2
VQZES	Rodante D. Llamas	1	2
SNHS (JHS, SHS)	Officer in-charge	1	2
Bolosan ES	Ma. Rita Teresa V. Riñoza	1	2
Mamalingling ES	Mary Ann C. Carrera	1	2
Salisay ES	Corazon L. Cerezo	1	2
JJDVSTVSS (JHS, SHS)	Cristina Aquino	1	2
Calmay ES	Jerylee P. Tolentino	1	2
Carael ES	Agnes T. Calicdan	1	2
TARES	Jennifer M. Pulido	1	2
Carael NHS (JHS, SHS)	Markconi F. Taroma	1	2
Lomboy ES	Reynaldo D. Cabusi	1	2
Pugaro IS (Elem., JHS, SHS)	Jose P. Cardozo	1	2
Salapingao ES	Milagros Y. Embuido	1	2
Suit ES	Sylvia O. Claveria	1	2
Cluster 1 PSDSs	Debbie C. Gan Jaime C. Siapno		2
Cluster 2 PSDSs	Alicia B. Quimboy Rowena O. Lapaan		2
Cluster 3 PSDSs	Ronie D. Bonao Ophelia Q. Vergonia		2
Cluster 4 PSDSs	Leonarda J. Manansala Jane T. Cajayon		2
Cluster 5 PSDSs	Isabelita N. Daroya Perpetua V. Barongan		2
Education Program Supervisors			11
SDO Unit Heads	Myrel Angelica N. Lopez Jose O. Oviedo Theresa P. Parayno		16

	Jeaneline R. Trigue Harking C. Reyes Zenaída Q. Peralta Tatum Grace L. Manzano Reynante B. Infante María Victoria S. Antonio Joan D. Jimenez Isagani D. Rosario Vladimir C. Parayno Michellene V. Rivo Clarita F. Tamayo Benigno B. Salazar Pilita O. Bautista		
ALS (Education Program Specialist)			2
<b>Total</b>			<b>119</b>



Republic of the Philippines  
**Department of Education**  
REGION I  
SCHOOLS DIVISION OFFICE  
DAGUPAN CITY

**Orientation-Workshop on the Use of  
DepEd Service Marks and Visual Identity Manual (DSMVIM)  
and  
DepEd Manual Of Style (DMOS)**

December 13, 2019  
Division Training Center,  
SDO Dagupan City



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An Invitation



**PROGRAMME**Part I: **Registration of Participants**Part II: **Opening Program**

National Anthem	<b>Audio Visual</b>
Prayer	<b>Presentation</b>
Dagupan Hymn	
SDO March	

Welcome Remarks

**LOURDES D. SERVITO, EdD, CESE**  
Assistant Schools Division Superintendent

Presentation of Participants	<b>JAN VINCENT D. GALVEZ</b> Division Librarian
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Message

**MARIA CELIA J. FERNANDEZ, EdD, MDM-SEC**  
Schools Division Superintendent

Orientation

**LEMUEL DINO V. VISPERAS**  
Division Information Officer/ PDO LR

Part III      Session Proper

**CRISTEL MADEL BUGARIN**  
Teacher, Mamalingling ES  
Emcee

**Time****Topic**

12:30pm-1:00pm	Registration
1:00pm-1:30pm	Opening Program
1:30pm-2:30pm	DSMVIM
2:30pm-3:00pm	Workshop
3:00pm-3:15pm	Health Break
3:15pm-3:45pm	Workshop Continuation
3:45pm-5:00pm	DMOS
5:00pm onwards	Distribution of Certificates

**WORKING COMMITTEE**

Overall Program Lead:

**Maria Celia J. Fernandez, EdD, MDM-SEC**

Asst. Overall Program Lead:

**Lourdes D. Servito, EdD, CESE**

Program Manager:

**Venus Maria SM. Estonilo**

Training Manager:

**Maria Linda R. Ventenilla**

Asst. Program Manager:

**Renata G. Rovillos**

Proponent:

**Lemuel Dino V. Visperas**

Class Manager:

**Mitchellene V. Rivo**

Technical Officer:

**Edwin S. Juliano/ Robert Bruce B. dela Cruz**

Quality Assurance Officer:

**Isagani D. Rosario**

Secretariat/Documentation:

**Diana Irish J. Solis****Jan Vincent D. Galvez****Gillian Jessa S. Casaclang**

Welfare Officer:

**Noreen B. Vidal**