



Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION



September 19, 2024

**REGIONAL MEMORANDUM**

No. 951 s. 2024

**TO:** Schools Division Superintendents  
Division Information Officers  
Division Public Assistance Coordinators  
All Others Concerned

**UPDATING OF DIVISION INFORMATION OFFICERS (DIOs) AND DIVISION PUBLIC ASSISTANCE COORDINATORS (DPACs) DIRECTORY**

1. This Office through the Public Affairs Unit (PAU) requests all designated Division Information Officers (DIOs) and Division Public Assistance Coordinators (DPACs) to update their designation order, contact details and email address.
2. The designated personnel are instructed to use the online form to submit the contact details: <https://bit.ly/UpdatingofDIOs-DPACsDirectory> on or before September 24, 2024.
3. Should there be a new designated DIO and DPAC, please inform the region through Viber number 0917.303.14.32 and encode details to the link provided.
4. Attached is the copy of DepEd Order No. 99, s. 2010 entitled "Designation of Regional and Division Communication Officers" and DepEd Order No. 46, s. 2022 entitled "Designation of Regional and Division Public Assistance Coordinator", for reference.
5. Immediate dissemination and compliance of this Memorandum are desired.

  
**JOCELYN DR. ANDAYA**  
Director IV

ORD/PAU



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