



Republic of the Philippines
Department of Education
Region X – Northern Mindanao
DIVISION OF TANGUB CITY

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DIVISION MEMORANDUM

No. **59**, s. 2019



UPDATING OF DEPED EMAIL

To: Office of the Schools Division Superintendent
Curriculum Implementation Division
School Governance and Operations Division
Principals/Head Teachers/TICs
All Teaching and Non-Teaching Personnel
This Division

1. The Department of Education (DepED) through the Information and Communications Technology Service (ICTS) shall be conducting a migration of our deped email from Google to Microsoft.
2. For the effective and efficient process, all personnel are required to upload a profile photo to their accounts for easy identification.
3. Furthermore, inactive accounts or accounts that have “NEVER LOGGED IN” after a period of two (2) months are to be deleted.
4. Immediate and wide dissemination of this memorandum is desired.

JEAN G. VELOSO, CESO VI

Assistant Schools Division Superintendent
OIC-Schools Division Superintendent

Encl: As stated
References: As stated
To be indicated in the perpetual index
under the following subjects:
DEPED EMAIL REQUIREMENTS

JGV/ama/03042018