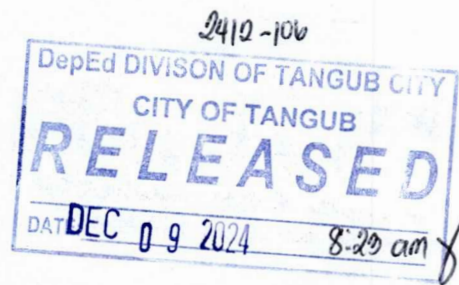




Republic of the Philippines
Department of Education
 Region X
SCHOOLS DIVISION OF TANGUB CITY
 November 28, 2024



DIVISION MEMORANDUM
 No. 400, s. 2024

STRENGTHENING AND SYNCHRONIZING COMMUNICATION FOR PROMPT ACTION

To: Assistant Schools Division Superintendent
 Chief Education Supervisors (CID & SGOD)
 Education Program Supervisors
 Public Schools District In-Charge (PSDICs)
 Elementary and Secondary School Heads
 Teaching and Non-Teaching Staff
 Public and Private Schools
 This Division

1. In pursuit of further enhancing our communication processes and ensuring seamless coordination among all offices within the Department of Education, this Office directs all Chiefs, Heads of Units, School Heads and Program Holders to consistently stay informed and up-to-date with the latest issuances on the websites of the Central Office (CO), Regional Office (RO), and Schools Division Office (SDO).

CO: <http://www.deped.gov.ph>
 RO: <https://shorturl.at/axELp>
 SDO: <https://tangub.deped.gov.ph/>

2. In relation to this, the Chief/Head and School Head shall:
 a. act as an overall accountable person of the Division, Units and Schools and shall not wait for information from subordinates/program holders;
 b. provide technical assistance in compliance of DepEd Policies, Standards and issuances;
 c. ensure effective, efficient and timely use of available financial resources; and
 d. update the organization of the status of Programs and Projects (PAPs) implementation through regular feedbacking and reporting.

3. Any updates, announcements, or documents from the CO, RO, or SDO must be disseminated promptly, thus all personnel must be proactive in maintaining the latest records and ensuring the synchronization of communication between the different offices.

4. For strict compliance.

SHAMBAEH A. ABANTAS-USMAN, PhD, CESO VI
 Schools Division Superintendent

COMMUNICATION

To be indicated in the Perpetual Index under the following subjects:

SYNCHRONIZED UPDATED

SAU/abb/cpc



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