MEMORANDUM TO:

Chief Education Supervisors – CID and SGOD
Elementary and Secondary School Principals
Officers-In-Charge
Public Schools
All Concerned

SHARING OF DEPED EMAIL AND PASSWORD

Please see attached Memorandum from USEC. ALAIN DEL B. PASCUA, Undersecretary, Department of Education, on the subject SHARING OF DEPED EMAIL AND PASSWORD, contents of which is self-explanatory.

Immediate and wide dissemination is highly enjoined.

SHERYLL T. GAYOLA
Education Program Supervisor
Officer In-Charge
Office of the Schools Division Superintendent

October 24, 2019

Maka-Diyos, Makatao, Makalikasan at Makabansa
OUA MEMO 01-10-19 - 0386
MEMORANDUM
09 October 2019

For:
Undersecretaries
Assistant Secretaries
Bureau Directors
Directors of Services, Centers and Heads of Units
Regional Directors
Schools Division/City Superintendents
Heads, Public and Private Elementary and Secondary Schools
All Others Concerned

Subject: SHARING OF DEPED EMAIL AND PASSWORD

We have received several reports that DepEd Emails and passwords are in possession of private lending institutions. We have encountered several instances where staff of such companies have posted in the DepEd Workplace about their agencies’ loan services and other marketing ads.

In accordance with the DepEd Order No. 85, s. 2012 – “Policy on the Establishment of DepEd Email Service”, the Department of Education (DepEd) established the DepEd Email Service as one of the official means of communication; for use by its permanent employees and authorized consultants, personnel, and staff, as such it is hereby reiterated that DepEd Emails are properties of the government. DepEd Emails and passwords must be kept confidential and must not be shared especially to groups and agencies that are not under the Department of Education.

For strict compliance.

ALAIN DEL P. PASCI
Undersecretary

Office of the Undersecretary for Administration (OUA)
[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers’ Camp (BTC), Central Security & Safety Office (CSSO)]
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