



Republic of the Philippines
Department of Education
CARAGA REGION



REGIONAL MEMORANDUM

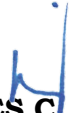
No. 0335, s. 2025

To: Schools Division Superintendents
Division Information Officers
All Others Concerned

ACTIVATION OF SCHOOLS DIVISION OFFICES' FACEBOOK PAGES FOR
DOCUMENTATION AND PROMOTION OF THE 2025 CARAGA
REGIONAL ATHLETIC GAMES

1. In line with the Department of Education's (DepEd) commitment to transparent, timely, and engaging information dissemination, this Office strongly encourages all Schools Division Offices (SDOs) to activate and maximize the use of their Official Facebook Pages to highlight activities related to the Caraga Regional Athletic Games 2025.
2. The Official Facebook Pages serve as platforms for sharing feature stories of athletes, sports updates, billeting quarters, and other relevant activities, ensuring wider reach and real-time information dissemination to stakeholders.
3. To enhance documentation and promotion efforts, each SDO is encouraged to create a Documentation Team composed of writers, photographers, videographers, and other personnel as may be assigned. The team shall be responsible for capturing and curating engaging content, including but not limited to:
 - a. athlete profiles and feature stories;
 - b. real-time sports updates and schedules;
 - c. highlights of opening and closing ceremonies;
 - d. photos and videos of competitions and events;
 - e. reports on billeting quarters and accommodations; and
 - f. other related information deemed relevant for public dissemination.
4. SDOs shall ensure that all posts adhere to DepEd's Social Media Policies, including ethical considerations, proper crediting of sources, and safeguarding the privacy and security of students and personnel.
5. The designated Division Information Officer shall oversee the implementation of this directive and coordinate with the Regional Office for any assistance or clarification needed.
6. For monitoring purposes, SDOs shall submit the links of their active Official Facebook Pages and a summary of their Documentation Team's composition to the Regional Office through email at **pau_caraga@deped.gov.ph** on or before **March 29, 2025**.

7. Immediate dissemination of and compliance with this Memorandum is desired.


MARIA INES C. ASUNCION
Director IV
Regional Director 

Encl.: None

Reference: None

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

MEDIA

ORD/jmrm
03/26/2025