



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet



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OFFICE MEMORANDUM

No. **129.2015**

To: : **All Division Chiefs**
Website Management Committee
All personnel concerned

RELEASED
SEP 01 2015

DEPED-CAR Time: _____

From: : 
: **ELLEN B. DONATO, ED. D. CESO III**
Regional Director

Date: : August 28, 2015

SUBJECT : **SUBMISSION OF WEB CONTENTS IN PREPARATION FOR THE
LAUNCHING OF THE DEPED-CAR OFFICIAL WEBSITE**

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1. With the creation of the DepEd CAR official website to be launched on the 2015 Basic Education Congress that will be held on October 6-8, 2015, the focal persons on each division are tasked to collect and submit the following:
 - a. Brief description of the division and section/unit (if any);
 - b. List of programs, projects and services;
 - description
 - indicate if there are downloadable files and forms and process flow if necessary
 - c. Manuals;
 - d. Downloadable Files and Forms;
 - e.g. SALN, PDS forms for Personnel Section
 - e. Official email address and contact number of the division and section/unit (if any);
 - f. Names, designation/position, official email address of all personnel in the division.
 2. In addition to the above assignments, the HRDD is tasked to provide all approved Process Flow; and the CLMD to provide contents for K to 12 CAR page which includes: IPED policies, framework, curriculum guides and updates.

For reference, attached is the website outline as an output of the Website Content Development Planning Workshop last August 27, 2015.

3. All contents shall be submitted in **e-copy** to the Public Affairs Unit or through **pau.depedcar@gmail.com on or before September 11, 2015.**

For information, guidance and **STRICT** compliance.

MAIN MENU

- About Us - **ORD**
 - a. History
 - b. Mission and Vision
 - c. Core Values
 - d. Organizational Structure
 - Divisions
 - Names/Positions/Pictures
 - Committees
 - BAC , PRAISE, Grievance, PMT, PSB, PDC
 - e. Citizens Charter
 - Process Flow - **HRDD**
- K to 12 in CAR – **CLMD**
 - a. IPED
 - Policies
 - Framework
 - Curriculum Guides
 - Updates
- Issuances
 - a. National – **ICT Unit**
 - DepEd Orders
 - Memorandum
 - Advisories
 - b. Regional – **Records Unit**
 - Orders
 - Memorandum
 - Regional
 - Office
 - Advisories
- Resources
 - a. Manuals – **ALL Divisions**
 - b. Learning Materials – *(Connect to LRMDS Portal)*
 - c. E-Class Record - **ICT**
 - d. K to 12 Advocacy Materials - **PAU**
 - e. Downloadable Files and Forms – **ALL Divisions**
- News and Events - **PAU**
 - a. Announcements
 - Job Openings
 - Office Memo
 - Academic and Other Competitions
 - Others
 - b. News and Updates
 - Press Releases
 - c. Events
- Contact Us
 - a. Directory
 - b. Feedback