DIVISION MEMORANDUM
OSDS-ICTU-DM- 20

TO: Assistant Schools Division Superintendent
SDO Chiefs & Staffs
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads
District/School ICT Coordinators
Elementary & Secondary Teachers
All other concerned

FROM: DANilo E. DESPI
Schools Division Superintendent

SUBJECT: UPDATING OF PICTURE PROFILE IN THE DEPED RECOMMENDED PLATFORM

DATE: October 23, 2020

The Department of Education SDO-Catanduanes per UnNumbered Regional Memo entitled “Updating of Picture Profile in the DepEd Recommended Platform” dated October 21, 2020 would like to inform/encourage everyone to update your Picture Profile in the DepEd recommended platform in order to have a professional and recent solo picture for proper identification and housekeeping of accounts for the following platform:

- Google Mail Account (https://mail.google.com)
- Microsoft Office 365 Account (https://www.office.com)
- Workplace by Facebook Account (https://deped.workplace.com)

In relation to this, schools are encouraged to create workplace group for their school activities and programs updates following the pattern (ROSCTD/SCHOOLID – ALL TEACHERS) and all Division and School employees are also encouraged to be a member of the official workplace group of SDO-Catanduanes for CO, RO and DO issuances and updates:

- ROSCTD – ALL SCHOOL HEADS (for School Heads)
- ROSCTD – ALL EMPLOYEES (for teaching and non-teaching staff)
- ROSCTD – SDO PERSONNEL & STAFF (for SDO personnel and staff)

For your inquiries/questions, you may contact CP # 09291383262 or e-mail at ictunit.ctd@deped.gov.ph, or kindly contact and seek the assistance of your designated school ICT Coordinators.

For information and compliance.