


Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
Schools Division Office-Ifugao  
Lagawe

Office Memorandum

No. 1, s. 2016

To: All Schools Division Office Personnel

From:  SALLY B. ULLALIM, CESO V  
Schools Division Superintendent

Date: May 16, 2016

Subject: Gmail Accounts for OSDS, CID, SGOD, ASDS Office, Office of AO5

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1. The division email address [depedlagawe@yahoo.com](mailto:depedlagawe@yahoo.com) which is monitored by the division Information Technology Officer (ITO) is used only for receiving emails coming from the Regional, Central, or other link agencies.
2. It has been observed that there is a need to have email addresses per subdivision to save time, to economize use of resources, and to maintain on time dissemination of emailed communications.
3. Daily emails sent to the division email address ([depedlagawe@yahoo.com](mailto:depedlagawe@yahoo.com)) will be shared by the ITO to the email addresses of OSDS, CID, and SGOD.
4. The email address of the OSDS to be monitored by Administrative Assistant II Ellaine Suzette Tindungan is [depedifugaoosds@gmail.com](mailto:depedifugaoosds@gmail.com)
5. The email address of the ASDS Office to be monitored by Administrative Aide VI Teresita Aliguyon is [asdsifugao@gmail.com](mailto:asdsifugao@gmail.com)
6. The email address of the CID to be monitored by Administrative Aide VI Oliver Dela Cerna is [depedifugaocid@gmail.com](mailto:depedifugaocid@gmail.com)
7. The email address of the SGOD to be monitored by Administrative Aide VI Andres Cuyasan is [depedifugaosgod@gmail.com](mailto:depedifugaosgod@gmail.com)
8. The email address of the AO5 Office to be monitored by Administrative Aide VI Jamezel Namingit is [Johngahid1962@yahoo.com](mailto:Johngahid1962@yahoo.com)
9. It is advised that personnel mentioned in the monitoring of the emails at the OSDS, CID, SGOD, ASDS Office, AO5 Office may get the email addresses of concerned employees in their respective offices for copy furnishing purposes.
10. This memorandum will take effect today.
11. For information and compliance.

Division Web Site: [www.depedcarifuqao.com](http://www.depedcarifuqao.com)  
or Facebook Page: [Depedifuqao](https://www.facebook.com/Depedifuqao)