



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF CALBAYOG CITY

March 11, 2024

OFFICE MEMORANDUM

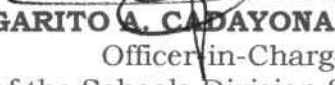
No. 023, s. 2024

ADOPTION AND DISSEMINATION OF UPDATED DEPED-MATATAG BRAND GUIDELINES AND DIVISION OR OFFICE MEMORANDUM TEMPLATE

To : Assistant Schools Division Superintendent
SGOD and CID Chiefs
Section/Unit Heads
All Others Concerned

1. Pursuant to Memorandum No. PAS-OD-2023-032 titled "Updated DepEd-MATATAG Brand Guidelines," this Office emphasizes to the three (3) functional divisions – OSDS, CID, and SGOD – the adoption of the updated DepEd-MATATAG Brand Guidelines and Templates, adhering to the new logo layout in all communication materials, whether print or non-print.
2. Consequently, the DepEd-MATATAG Branding Guidelines and other relevant materials are accessible via this link: bit.ly/MATATAGCommMaterials.
3. In addition, this Office, through the Information Communication Technology (ICT) Unit and the Division Information Officer (DIO), hereby releases the template for Division/Office Memorandum to be utilized by the units or sections of the functional divisions. Access the template through this link: <https://tinyurl.com/calbayogDMtemp>.
4. Immediate dissemination of and compliance with this Memorandum are desired.




MARGARITO A. CADAYONA JR. CESO VI
Officer-in-Charge
Office of the Schools Division Superintendent

Enclosure: None
Reference: As stated

To be indicated in the Perpetual Index under the following subjects:
DEPED-MATATAG BRAND GUIDELINES TEMPLATE

SGOD-PRS-GVP
Project TRANSFORM

