



Republic of the Philippines  
**Department of Education**  
REGION II – CAGAYAN VALLEY

092920035

**REGIONAL MEMORANDUM**

No. 004, s. 2020

To: Schools Division Superintendents  
Administrative Officers IV – Records Unit  
Information Technology Officers I  
All others concerned

From: **ESTELA L. CARIÑO, EdD, CESO IV**  
Director IV/Regional Director

Date: September 29, 2020

Subject: **DEPED EMAIL ADDRESS OF REGIONAL OFFICE FUNCTIONAL DIVISIONS, SECTIONS, and UNITS**

1. The Regional Office strengthens the use of the **free ICT resources** made possible by the Central Office and heightens **information security – integrity, availability, and confidentiality** by maximizing *DepEd Email Services in all office transactions.*
2. Hence, displayed below are the official DepEd Email Address of the functional divisions, sections, and units within the Regional Office:

Division/Section/Unit	DepEd Email Address
Regional Office No. 02	<a href="mailto:region2@depd.gov.ph">region2@depd.gov.ph</a>
Office of the Regional Director	<a href="mailto:ord.region2@depd.gov.ph">ord.region2@depd.gov.ph</a>
Office of the Assistant Regional Director	<a href="mailto:ard.region2@depd.gov.ph">ard.region2@depd.gov.ph</a>
Accounting Section	<a href="mailto:acctg.region2@depd.gov.ph">acctg.region2@depd.gov.ph</a>
Administrative Division	<a href="mailto:admin.region2@depd.gov.ph">admin.region2@depd.gov.ph</a>
Asset Management Section	<a href="mailto:ams.region2@depd.gov.ph">ams.region2@depd.gov.ph</a>
Budget Section	<a href="mailto:budget.region2@depd.gov.ph">budget.region2@depd.gov.ph</a>
Cash Section	<a href="mailto:cash.region2@depd.gov.ph">cash.region2@depd.gov.ph</a>
Curriculum and Learning Management Division (CLMD)	<a href="mailto:clmd.region2@depd.gov.ph">clmd.region2@depd.gov.ph</a>
Education Support Services Division (ESSD)	<a href="mailto:essd.region2@depd.gov.ph">essd.region2@depd.gov.ph</a>
Field Technical Assistance Division (FTAID)	<a href="mailto:ftaid.region2@depd.gov.ph">ftaid.region2@depd.gov.ph</a>
General Services Unit (GSU)	<a href="mailto:gsu.region2@depd.gov.ph">gsu.region2@depd.gov.ph</a>
Human Resource Development Division (HRDD)	<a href="mailto:hrdd.region2@depd.gov.ph">hrdd.region2@depd.gov.ph</a>
Information and Communications Technology Unit	<a href="mailto:ictu.region2@depd.gov.ph">ictu.region2@depd.gov.ph</a>

Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500

October 1, 2020

To: All Division and School Employees (Teaching and Non-teaching)

From: **MADELYN L. MACALLING, PhD, CESO VI**  
OIC-Office of the Schools Division Superintendent

Subject: As stated.

For information, guidance, and strict compliance.

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As of: **Dec 16, 2019** Page: **1**



RECEIVED  
DATE 10/1/20



Republic of the Philippines  
**Department of Education**  
REGION II – CAGAYAN VALLEY

092920035

**REGIONAL MEMORANDUM**

No. 084, s. 2020

To: Schools Division Superintendents  
Administrative Officers IV – Records Unit  
Information Technology Officers I  
All others concerned



From:  **ESTELA L. CARIÑO, EdD, CESO IV**  
Director IV/Regional Director

Date: September 29, 2020

Subject: **DEPED EMAIL ADDRESS OF REGIONAL OFFICE FUNCTIONAL  
DIVISIONS, SECTIONS, and UNITS**

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Office of the Regional Director	<a href="mailto:ord.region2@depdep.gov.ph">ord.region2@depdep.gov.ph</a>
Office of the Assistant Regional Director	<a href="mailto:ard.region2@depdep.gov.ph">ard.region2@depdep.gov.ph</a>
Accounting Section	<a href="mailto:acctg.region2@depdep.gov.ph">acctg.region2@depdep.gov.ph</a>
Administrative Division	<a href="mailto:admin.region2@depdep.gov.ph">admin.region2@depdep.gov.ph</a>
Asset Management Section	<a href="mailto:ams.region2@depdep.gov.ph">ams.region2@depdep.gov.ph</a>
Budget Section	<a href="mailto:budget.region2@depdep.gov.ph">budget.region2@depdep.gov.ph</a>
Cash Section	<a href="mailto:cash.region2@depdep.gov.ph">cash.region2@depdep.gov.ph</a>
Curriculum and Learning Management Division (CLMD)	<a href="mailto:clmd.region2@depdep.gov.ph">clmd.region2@depdep.gov.ph</a>
Education Support Services Division (ESSD)	<a href="mailto:essd.region2@depdep.gov.ph">essd.region2@depdep.gov.ph</a>
Field Technical Assistance Division (FTAD)	<a href="mailto:ftad.region2@depdep.gov.ph">ftad.region2@depdep.gov.ph</a>
General Services Unit (GSU)	<a href="mailto:gsu.region2@depdep.gov.ph">gsu.region2@depdep.gov.ph</a>
Human Resource Development Division (HRDD)	<a href="mailto:hrdd.region2@depdep.gov.ph">hrdd.region2@depdep.gov.ph</a>
Information and Communications Technology Unit	<a href="mailto:ictu.region2@depdep.gov.ph">ictu.region2@depdep.gov.ph</a>



Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500  
Telephone Nos.: (078) 304-3855; (078) 396-9728  
Email Address: [region2@depdep.gov.ph](mailto:region2@depdep.gov.ph)  
Website: [region2.depdep.gov.ph](http://region2.depdep.gov.ph)

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As of:	<b>Dec 16, 2019</b>	Page:	<b>1</b>



Division/Section/Unit	DepEd Email Address
Legal Unit	<a href="mailto:legal.region2@deped.gov.ph">legal.region2@deped.gov.ph</a>
Learning Resource Development and Management Section (LRMDS)	<a href="mailto:lrmads.region2@deped.gov.ph">lrmads.region2@deped.gov.ph</a>
National Educators Academy of the Philippines (NEAP) – Region 2	<a href="mailto:neap.region2@deped.gov.ph">neap.region2@deped.gov.ph</a>
Public Affairs Unit (PAU)	<a href="mailto:pau.region2@deped.gov.ph">pau.region2@deped.gov.ph</a>
Personnel Section	<a href="mailto:personnel.region2@deped.gov.ph">personnel.region2@deped.gov.ph</a>
Policy, Planning, and Research Division (PPRD)	<a href="mailto:pprd.region2@deped.gov.ph">pprd.region2@deped.gov.ph</a>
Payroll Services – Finance	<a href="mailto:psu1.region2@deped.gov.ph">psu1.region2@deped.gov.ph</a>
Payroll Unit – Admin	<a href="mailto:psu2.region2@deped.gov.ph">psu2.region2@deped.gov.ph</a>
Records Section	<a href="mailto:records.region2@deped.gov.ph">records.region2@deped.gov.ph</a>
QAD	<a href="mailto:qad.region2@deped.gov.ph">qad.region2@deped.gov.ph</a>

3. Schools Division Offices are instructed to widely disseminate the email addresses as these shall be used starting **Wednesday, September 30, 2020**.
4. Schools Division Superintendents are likewise requested to promote the use of DepEd email for official transactions, particularly in the use of free services such as Google Meet, Google Forms, Sheets, and other Google Services.
5. For information, guidance, and compliance.

ORD/ICT/urum



Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500  
 Telephone Nos.: (078) 304-3855; (078) 396-9728  
 Email Address: [region2@deped.gov.ph](mailto:region2@deped.gov.ph)  
 Website: [region2.deped.gov.ph](http://region2.deped.gov.ph)

Doc Code:	<b>FM-ORD-005</b>	Rev:	<b>00</b>
As of:	<b>July 2, 2018</b>	Page:	<b>2</b>

