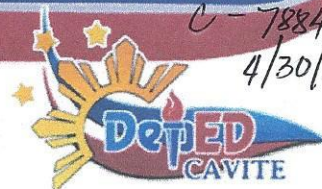




Republic of the Philippines  
**Department of Education**  
Region IV-A (CALABARZON)  
**Division of Cavite**  
Trece Martires City, Cavite



April 30, 2018

**DIVISION MEMORANDUM**  
**NO. 111 s. 2018**

**COMPOSITION OF SCHOOLS DIVISION OFFICE AND CREATION OF  
SCHOOLS COMPLIANCE TEAM (AS PER RA 10173 ALSO KNOWN  
AS THE DATA PRIVACY ACT OF 2012)**

To: OIC, Assistant Schools Division Superintendent  
OIC, Office of the ASDS  
Chief Curriculum and Implementation Division  
OIC, Office of SGOD Chief  
All School Heads  
All Division Unit and Section Heads  
All Teaching and Non-Teaching Personnel  
All Schools Division Office Personnel

1. In reference with Regional Memorandum No. 234 s. 2018 entitled "**Creation of Regional, Division and Schools Compliance Team**", this office would like to inform the field of the composition of Schools Division Office Compliance Team:

- a. **Atty. Daniel V. Carpina** (Legal Officer)
- b. **Mignon Cecille M. Mangoba** (Information Technology Officer)
- c. **Reniel Patrick S. Tejidor** (Planning Officer)

2. The Compliance Team shall be constituted as the Breach Response Team and Compliance Officer of the SDO and the schools in compliance with Republic Act No. 10173 otherwise known as the Data Privacy Act of 2012.

3. Schools are directed to submit their Compliance Team to this link <http://depd.in/SchoolComplianceTeam> on or before May 3, 2018. The composition must be at least three (3) members taking into consideration that at least one (1) of the members must have the authority to make immediate decisions regarding critical actions on data protection, if necessary.

4. For immediate and strict compliance.

by: ELIAS A. ALICAYA, JR. Ed.D.  
OIC-Assistant Schools Division Superintendent  
for: **CHERRYLOU D. DE MESA**  
OIC-Schools Division Superintendent