


	Republic of the Philippines Department of Education Cordillera Administrative Region SCHOOLS DIVISION OF BENGUET Wangal, La Trinidad, Benguet		Document Code: SDO-GQF-QF-CID-OSDS-SDS-003 Revision: 00 Effectivity date: 09-03-2018
Division Memo No. <u>163</u> S. 2019		Name of Office: OSDS-ICTU	

June 11, 2019

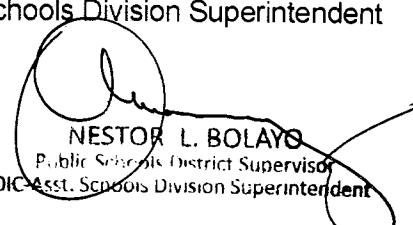
Online Submission of APPROVED Official School and/or District Logo/Seal

TO: CID & SGOD Division Chief
 Public Schools District Supervisors/District Heads
 All Elementary & Secondary Schools Heads/TICs
 All District and School ICT Coordinator
 All Concerned


 JUN 13 2019


1. In connection to SDO Memo No. 063, s. 2019 entitled Creation/Updating of an official District and Public-School Seal or Logo released last February 22, 2019. The SDO Benguet is hereby request all schools including District office with approved official logo/deal to submit the softcopy online.
2. The final school logo/seal must be a High Definition photo and the softcopy should be submitted online via the following link <http://bit.ly/SDOBengschlogos>. The required school logo/seal file format must either a .jpg, .jpeg, png or tiff file and must not exceed at least 10MB file size.
3. Schools are advised not to submit their school logo softcopy to the SDO Benguet via secondary storage (CD, thumb/flash drive, etc) to avoid the accumulation of clutter storage devices. Furthermore, submission via emails is also discouraged, this office asserts to the submission through the provided link.
4. For any inquires and/or other concern regarding the aforesaid task may refer to the ICT unit, SDO Benguet and look for Mr. Eric S. Wanson and can be reached via phone at 074 422 6570 or through email at ictu.sdobenguet@gmail.com.
5. For information, dissemination, guidance and immediate action.


MARIE CAROLYN B. VERANO, CESO VI
 Schools Division Superintendent


NESTOR L. BOLAYO
 Public Schools District Supervisor
 OIC-Asst. Schools Division Superintendent