



Republic of the Philippines  
**Department of Education**  
 MIMAROPA REGION  
 SCHOOLS DIVISION OF OCCIDENTAL MINDORO


DEP-ED OCCIDENTAL MINDORO  
 RELEASED  
 BY: [Signature]  
 DATE: OCT 03 2022  
 DIVISION OFFICE  
 MAMBURAO

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**

000366

**To :** OIC – Assistant Schools Division Superintendent  
 Chief Education Supervisors, CID and SGOD  
 Division Education Program Supervisors  
 Public Schools District Supervisors  
 Public Elementary and Secondary School Heads  
 All Others Concerned

**From:**   
 LYNN G. MENDOZA, EdD  
 Assistant Schools Division Superintendent  
 Officer-in-Charge  
 Office of the Schools Division Superintendent

**Subject:** NEW OFFICIAL EMAIL ADDRESS OF THE OFFICE  
 OF THE UNDERSECRETARY FOR ADMINISTRATION

**Date:** October 3, 2022

Attached is Memorandum No. OUA-OUT-092322-001 from the Office of the Undersecretary for Administration, Atty. Kristian R. Ablan, requesting to disseminate the new email address of the Office of the Undersecretary for Administration, **usecforadministration@deped.gov.ph**. In the same manner, it is requested to disregard the previous email address, usec.admin@deped.gov.ph.

Further, any communication, or request concerning any of the sections, units, divisions, bureaus, and offices in the Central and Regional Offices must be sent first to the Schools Division Office for proper endorsement.

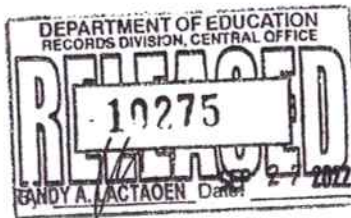
For information and guidance.

ASDS Office\_rsm/10.03.2022

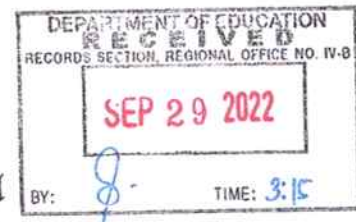


✉ Brgy. Payompon, Mamburao, Occidental Mindoro  
 ☎ 0906-550-1840/0929-630-1538  
 occidental.mindoro@deped.gov.ph  
 DepEd Tayo Occidental Mindoro

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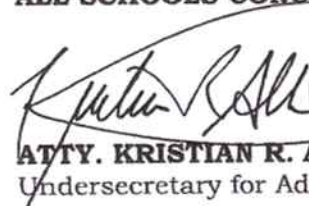

Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
Tanggapan ng Pangalawang Kalihim sa Pangangasiwa



OUA-OUT-092322-001

**MEMORANDUM**  
23 September 2022

**FOR :** ALL DEPED CENTRAL OFFICE OFFICIALS AND PERSONNEL  
REGIONAL DIRECTORS AND SERVICE DIRECTORS  
SCHOOLS DIVISION SUPERINTENDENTS  
ALL SCHOOLS CONCERNED

**FROM :**    
**ATTY. KRISTIAN R. ABLAN**  
Undersecretary for Administration

**SUBJECT :** NEW OFFICIAL EMAIL ADDRESS OF THE OFFICE OF THE UNDERSECRETARY FOR ADMINISTRATION

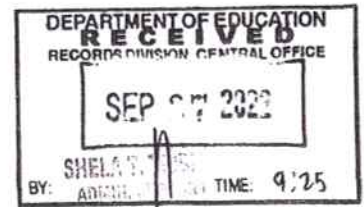
Please be informed that digital copy of correspondences, advisories, issuances, orders and requests for appropriate action to the Office of the Undersecretary for Administration (OUA), should be sent through the new official email address of the OUA at [usecforadministration@deped.gov.ph](mailto:usecforadministration@deped.gov.ph).

Kindly disregard the previous email address of OUA at [usec.admin@deped.gov.ph](mailto:usec.admin@deped.gov.ph).

Should you have any questions or clarifications regarding this, your office may coordinate with Ms. Jona S. Topacio through mobile number 09178042931 or email address [jona.topacio@deped.gov.ph](mailto:jona.topacio@deped.gov.ph).

For your information.

Thank you.



**Office of the Undersecretary for Administration**  
Department of Education - Central Office, Room 508, 5th Floor Mabini Building,  
Meralco Avenue, Pasig City; Landline 8638-1780  
Email: [usecforadministration@deped.gov.ph](mailto:usecforadministration@deped.gov.ph)