



3-10-23

March 9, 2023

**Division Memorandum**

DM No. BS s.2023

**DESIGNATION OF SCHOOL PUBLIC ASSISTANCE COORDINATOR (SPAC)  
BY SCHOOL HEADS**

To:

All School Heads ) All levels, public schools  
All Public Schools District Supervisors  
Others concerned

1. The Public Affairs Service of DepEd Central Office had conducted an online National Orientation of Public Assistance Coordinators in June last year which conveyed the provisions in DepEd Memorandum No. 46, s.2022. Part of the agreement during the said orientation was the submission of the list of School Public Assistance Coordinators (SPACs) designated by their respective school heads.
2. In compliance thereof, all school heads are hereby instructed to accomplish the google form which can be accessed thru <https://link.ro9-deped.com/SPACs2023>. Notice the particular sheet for Pagadian City where you shall enter the data needed therein. Further, may everyone be reminded of the provisions of Republic Act No. 10173 titled "An Act Protecting Individual Personal Information in Information and Communications Systems in the Government and the Private Sector, Creating for this Purpose a National Privacy Commission, and for other Purposes" in handling any data that may be viewed therein.
3. Deadline of compliance to this directive is on Tuesday, March 14, 2023 which is prior to the Regional Virtual Orientation on the Role of the School Public Assistance Coordinator (SPAC) on March 17, 2023, details of which are already posted online.
4. For guidance and prompt compliance.

For the Schools Division Superintendent:

**MA. COLLEEN L. EMORICHA, EdD, CESE**

Assistant Schools Division Superintendent  
In-Charge of the Office

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