



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

REGIONAL MEMORANDUM
No. 568, s. 2025

NOV 03 2025

**CONSULTATION WORKSHOPS ON THE WORKING DRAFT OF
DEPED DATA PRIVACY MANUAL**

1. Attached is the unnumbered Memorandum on the conduct of the Consultation Workshops on the Working draft of DepEd Data Privacy Manual on November 18-20, 2025 at Ecotech, Cebu City.
2. The following are the participants from Negros Island Region:

Name	Designation	Station
Atty. Ronald P. Villanueva, Jr.	OIC-Atty. IV/ Regional Data Protection Officer	RO-NIR
Atty. Jasper Tadeo I. Tuala	OIC-SAO/ Regional Data Compliance Officer	RO-NIR
Atty. Marjorie D. Porcina	Atty. III/ Division Data Protection Officer	SDO Negros Oriental
Ian Arnold M. Arnaez	PDO II/ Data Compliance Officer	SDO Negros Occidental
Vrendie P. Sygaco	MT II/ Managing Data System In-Charge	Negros Oriental High School

3. The participants shall confirm attendance by registering through the link provided in the attached Memorandum from the Office of the Assistant Secretary and Data Protection Officer **not later October 31, 2025 (Friday)**.
4. Travel expenses shall be charged to local funds, subject to the existing accounting and auditing rules and regulations.
5. Immediate dissemination and compliance with this Memorandum is desired.

RAMIR B. UYTICO EdD, CESO III
Regional Director



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Republika ng Pilipinas
Department of Education

OFFICE OF THE ASSISTANT SECRETARY FOR GOVERNANCE AND OPERATION

MEMORANDUM

TO : THE MINISTER
Ministry of Basic, Higher and Technical Education-Bangsamoro
Autonomous Region of Muslim Mindanao (MBHTE-BARMM)

REGIONAL DIRECTORS

FROM : ROGER B. MASAPOL
Assistant Secretary and Data Protection Officer

**SUBJECT : CONSULTATION WORKSHOPS ON THE WORKING DRAFT OF THE
DEPED DATA PRIVACY MANUAL**

DATE : 28 October 2025

Republic Act No. 10173, otherwise known as the Data Privacy Act of 2012 (DPA), was enacted to protect the safety and security of personal data under the control or custody of Personal Information Controllers (PICs), thereby upholding an individual's data privacy rights. To this end, this Department, as a PIC, is expected to implement reasonable and appropriate measures to protect personal data under its control.

To inform this Department's personnel of such measures, the **DepEd Data Privacy Manual** was drafted. This aims to better safeguard this Department's compliance with the DPA, its Implementing Rules and Regulations (IRR), and other relevant issuances of the National Privacy Commission (NPC).

To ensure that different perspectives are captured and considered in finalizing the Department of Education Data Privacy Manual, and to produce a practical and responsive policy that reflects the operational realities of DepEd offices nationwide, a **consultation workshop on the working draft of the DepEd Data Privacy Manual** will be conducted.

Specifically, the consultation aims to:

1. Compile inputs from field offices regarding current data protection and privacy practices;
2. Document insights, comments, and suggested revisions to the working draft; and
3. Build consensus on the manual's alignment with legal and regulatory standards.

The consultation activity will be organized in three major clusters. Each cluster will have a dedicated three-day session, allowing participants ample time to review, discuss, and provide recommendations on the draft manual.¹

¹ The Indicative Program and the Administrative Information are annexed hereto for ease of reference.

Below are the tentative schedules and target participant counts for each cluster:

Clustering	Indicative Date and Venue	Participants	
Cluster I Regions I, II, III, IV-A, IV-B, NCR and CAR	November 5-7, 2025 NEAP, Marikina	Regions: 2 pax	Regions & SDOs: 7 COP 7 Legal Officer School: 7 data personnel
Cluster II Regions V, VI, VII, VIII, NIR	November 18-20, 2025 Ecotech, Cebu	SDO: 2 pax	Regions & SDOs: 5 COP, 5 Legal Officer School: 5 data personnel
Cluster III Regions IX, X, XI, XII, CARAGA, BARMM	December 9-11, 2025 NEAP, Pagadian	Schools: 1 pax	Regions & SDOs: 6 COP, 6 Legal Officer Schools: 6 data personnel

For clarity, the following are the guidelines in selecting the participants of this activity:

1. Designated Compliance Officers for Privacy (COP) and Legal Officers from the Regional Offices (RO) and Schools Division Offices (SDO) charged with the privacy policies of their offices shall attend.
2. In the absence of such designated COPs or Legal Officers, and for school representatives, Planning Officers or personnel responsible for managing data systems with personal information shall attend.
3. In cases where the COP is also the Legal Officer, the concerned Regional Office (RO) and Schools Division Office may send another personnel handling personal information to attend.
4. To select the participating SDOs and schools, the Regional Offices are directed to select the divisions and schools with the greatest number of enrollments under their jurisdiction.

The board and lodging of the participants will be shouldered by the Office of the Assistant Secretary for Governance and Operation - Education Governance (OASEG). Meanwhile, travel expenses related to this activity shall be charged against the local funds of the respective offices of the participants.

To ensure proper coordination and preparation for the event, all invited participants are requested to confirm their attendance through <https://tinyurl.com/Manual-Consultation-Sign-Up> **no later than October 31, 2025**.

For any questions or clarifications regarding this event, please contact **Ms. Carol Justine R. Estudillo**, Technical Assistant of OASEG, through dataprivacy.dpo@deped.gov.ph or carol.estudillo@deped.gov.ph, or through telephone number 8632-1368.

For appropriate action.