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Republic of the Philippines  
Department of Education  
REGION XI  
SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

January 16, 2026

**DIVISION MEMORANDUM**  
**NO. 0017 S. 2026**

**DESIGNATION OF ADONES P. LAYAGUIN AS DIVISION INFORMATION OFFICER (DIO)  
IN LIEU OF MR. VICENTE PINES**

To: Janette G. Veloso - Asst. Schools Division Superintendent  
Dr. Eduard C. Amoguis -Chief Education Supervisor, CID  
Mr. Marlon G. Ebrado -Chief Education Supervisor, SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary and Secondary School Heads  
Public and Private Schools  
Others concerned

The field is hereby informed on the designation of **Dr. Adones P. Layaguin**, as the Division Information Officer (DIO) in lieu of Mr. Vicente Pines effectively immediately.

As such, he shall perform the functions and responsibilities inherent to the designation and such others as directed by the undersigned to ensure the smooth implementation of the programs in the division.

We enjoin everyone to accord *Dr. Adones P. Layaguin* the usual courtesy, respect and cooperation due to him and in the office he represents.

No additional compensation shall be provided for this temporary assignment and this designation does not constitute a promotion nor confer any permanent advantage in terms of career progression.

This designation shall take effect immediately and remain in force until Vicente Pines resumes his duties in the office. This made for the best interest of the service, thus immediate compliance is enjoined.

  
**REYNALDO B. MELLORIDA, CESO V**  
Schools Division Superintendent

CID/eca  
FN: Designation\_Layaguin

DEPED DAVAO DEL NORTE  
RECORDS SECTION  
FASED  
1-19-26  
16



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Republic of the Philippines  
Department of Education  
REGION XI  
SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

**OFFICE MEMORANDUM**

To: **DR. ADONES P. LAYAGUIN**  
Education Program Supervisor

Subject: **DESIGNATION AS DIVISION INFORMATION OFFICER (DIO) IN LIEU OF  
MR. VICENTE PINES**

Date: January 16, 2026

In the exigency of the service, you are hereby designated as Division Information Officer (DIO) in lieu of Dr. Vicente Pines effective immediately.

As such, you are expected to assume the duties and responsibilities attached to your designation and such other related functions such as:

1. develop and implement the Division's Information, Education, and Communication (IEC) programs aligned with DepEd's national guidelines;
2. manage and maintain the division's official website, social media platforms, and other communication channels to disseminate accurate and timely information to stakeholders;
3. coordinate with schools, departments, and external partners to gather, verify, and disseminate updates on DepEd initiatives, policies, and division activities;
4. prepare press releases, reports, newsletters, and other communication materials for internal and external distribution;
5. handle media inquiries and coordinate with local media outlets to ensure proper coverage of division events and programs;
6. conduct capacity-building activities for school information officers on communication protocols, content development, and media management;
7. monitor and evaluate the effectiveness of the division's communication strategies and recommend improvements as needed;
8. ensure compliance with DepEd's policies on information dissemination, data privacy, and ethical communication practices;
9. maintain a repository of division-related information, documents, and multimedia resources for reference and archival purposes; and
10. collaborate with the Regional Information Office to align division communication efforts with regional and national priorities.

No additional compensation shall be provided for this temporary assignment and this designation does not constitute a promotion nor confer any permanent advantage in terms of career progression.

This designation shall take effect immediately and remain in force until Vicente Pines resumes his duties in the office. This made for the best interest of the service, thus immediate compliance is enjoined.

PN: Designation \_\_\_\_\_  
Conforme: \_\_\_\_\_  
Adones P. Layaguin  
cc:Janette G. Veloso- ASDS  
Eduard C. Amoguis, CID Chief  
Marlon G. Ebrado- SGOD Chief

  
**REYNALDO B. MELLORIDA, CESO V**  
Schools Division Superintendent

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