



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2023- 127

To : Assistant Schools Division Superintendent
SGOD & CID Chiefs
Public Schools District Supervisors
Public and Private Elementary and Secondary School Heads
All others concerned

Subject : **REITERATION ON THE PROCEDURE FOR USING THE OFFICE
OF THE VICE PRESIDENT AND SECRETARY OF EDUCATION
ONLINE SCHEDULER SYSTEM**

Date : April 17, 2023

Herewith is Regional Memorandum ASD-2023-060 dated April 11, 2023, informing the field about the letter from the Office of the Secretary, Department of Education dated March 30, 2023, relative to the procedure in using the Online Scheduler System through the link <http://ovp.scheduler.ph>

The said link will be used when sending an invitation, requesting for a meeting or courtesy call, or requesting for a message from Vice President and Secretary of Education, Sara Z. Duterte.

Widest dissemination of this Memorandum is desired.


MELANIE P. ESTACIO

Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

DepEd Schools Division of Digos City

RECORDS SECTION

RELEASED

23-100468
DATE: APR 17 2023 TIME: 4:47 PM

BY: 

Enclosed: As stated.
SGOD/cab



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
Telephone Nos.: (082) 553-8375; (082) 553-8396



Republic of the Philippines
Department of Education
DAVAO REGION

Ed Schools Division of Digos
RECORDS SECTION
RECEIVED 100408
12 APR 2023 TIME 2:10 PM
BY: [Signature]

Office of the Regional Director

REGIONAL MEMORANDUM
ASD-2023-060

To : Assistant Regional Director
Schools Division Superintendents / OIC-SDSs
Regional Chiefs of Functional Divisions

Subject: REITERATION ON THE PROCEDURE FOR USING THE
OFFICE OF THE VICE PRESIDENT AND SECRETARY OF
EDUCATION ONLINE SCHEDULER SYSTEM

Date : April 11, 2023

Herewith is a copy of the letter dated March 30, 2023 from the Office of the Secretary, Department of Education, relative to the procedure in using the Online Scheduler System through the link <http://ovp.scheduler.ph>

This will be used when sending an invitation, requesting for a meeting or courtesy call, or requesting for a message from Vice President and Secretary of Education Sara Z. Duterte.

Widest dissemination of this information is hereby desired.

ALLAN G. FARNAZO
Director [Signature]

Enclosed: As stated.

ROA3/PS/tlj

DEPARTMENT OF EDUCATION ROXI
RECORDS SECTION

RELEASED

By: [Signature]
Date: 17946 Time: Apr. 12, 2023



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-1665; (082) 221-6147

ISO 9001:2015 - Certified



DepEd XI Davao Region <region11@depd.gov.ph>

Invitation to Vice President and Secretary Sara Z. Duterte

2 messages

Floralyn Macawili <floralyn.macawili@depd.gov.ph>
To: region11@depd.gov.ph, allan.famazo@depd.gov.ph
Cc: Nina Bianca Sanglay <nina.sanglay@depd.gov.ph>

Thu, Mar 30, 2023 at 4:16 PM

Dear Director Famazo,

We write in connection with your 1st Indorsement dated March 8, 2023, which we received on March 28, 2023, relative to the invitation of Atty. Karlo A.B. Nograles for Vice President and Secretary Sara Z. Duterte to an event held last March 8, 2023. Although the invitation has already lapsed, we would like to inform you of the OVP Scheduler Advisory:

"Please be informed that the Office of the Vice President and the Department of Education has created a system that will ensure the orderly processing of requests in relation to the schedule of Vice President Sara Z. Duterte.

To send an invitation, request for a meeting or courtesy call, or request for a message from Vice President and DepEd Secretary Sara Z. Duterte, please follow this procedure:

1. Register an account with the OVP Scheduler through this link:
<http://ovp.scheduler.ph>.
2. Once you complete the sign-up, check your registered email address for the verification link. Note that the email may be in your spam or updates folder. Click the highlighted text to verify your OVP scheduler account.
3. Fill out the remaining details to complete the process.
4. Please upload your letter or invitation by dragging it into the file upload bar or manually clicking the "browse files" button to select the file you want to upload.
5. Once you submit your request, you can manually check for updates by logging into your OVP Scheduler account. We shall send you an email once your appointment is approved or if it cannot be accommodated.
6. Please keep the email address and password used to register with the OVP Scheduler for updates on your request.
7. Please be advised that all follow-ups on your request shall only be done and may only be entertained through the scheduler system."

For your information and guidance.

Thank you.

Very truly yours,

Floralyn N. Macawili
Executive Assistant III
Office of the Secretary
Department of Education
Tel. No. (02) 8687-2922

This communication may contain confidential or privileged information and is intended solely for the individual or entity to whom it is originally addressed. Any disclosure, copying, dissemination, or any action taken in reliance on it by others, other than the intended recipient, is strictly prohibited. The opinions, conclusions, and statements expressed in this message are those of the sender and may not necessarily reflect the views of the Department of Education.

This communication may contain confidential or privileged information, and is intended solely for the individual or entity to whom it is originally addressed. Any disclosure, copying, dissemination, or any action taken in reliance on it by others, other than the intended recipient, is strictly prohibited. The opinions, conclusions, and statements expressed in this message are those of the sender and may not necessarily reflect the views of the Department of Education.

DepEd XI Davao Region <region11@depd.gov.ph>
To: Floralyn Macawili <floralyn.macawili@depd.gov.ph>

Tue, Apr 4, 2023 at 11:57 AM