



Republic of the Philippines
Department of Education
REGION XI
Division of Digos City
Tel Nos. (082)553-8375/553-8376
Fax. (082) 553-8376



DIVISION MEMORANDUM

No. 572, series 2017

TO : **Stephen R. Pascual - IT Officer**
Analiza C. Almazan - Education Program Supervisor
Jimmy K. Laranjo - RMCES- ICT Coordinator

FROM : **WINNIE E. BATOON, Ed.D.**
Office-In-Charge office of the
Schools Division Superintendent

SUBJECT : **ATTENDANCE TO THE NATIONAL ROLLOUT ON ICT LITERACY CAPACITY BUILDING PROGRAM**

DATE : August 24, 2017

1. You are hereby directed to attend the National Rollout Training on ICT Literacy Capacity Building Program on August 31, to September 1, 2017 in Davao City (specific venue will be announced later).
2. Board and lodging, supplies and travel expenses of all participants shall be shouldered by DepEd ICTS charged against DCP 2016 Continuing MOOE, subject to the usual accounting and auditing rules and regulations.
3. Participants are expected to secure bus tickets and travel authority for reimbursement of travel expenses.
4. Participants are requested to bring Laptop, extension cord, pocket WIFI and ICT best practices in school and document it in a 3-5 minute video presentation.
5. Participants are entitled of Service Credits or Compensatory Time-Off for days of trainings that fall on holidays.
6. For more details, please refer to the attached Regional Memorandum no. 198 and Unnumbered DepEd Memorandum dated June 201, 2017.
7. For your information, guidance and compliance.

Schools Division of City

RELEASED 2528

DATE: **AUG 29 2017** TIME: 9:10 AM

Bv:



Republika ng Pilipinas
KAGAWARAN NG EDUKASYON
REHIYON XI
Lungsod ng Dabaw
Tanggapang Panrehiyon



Address: F. Torres Street, Davao City (8000)

Internet Address (URL): www.depedxi.com.ph

Telefax Nos. (082) 227-1102; 221-8459; 221-9428; 227-0943; 227-8025; 222-2617; 227-0941; 221-1210; 221-8435; 227-9342; 221-6147

July 24, 2017

Regional Memorandum

No. 198 s. 2017

NATIONAL ROLLOUT ON ICT LITERACY CAPACITY BUILDING PROGRAM FOR CLUSTER 8

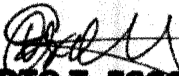
To : Schools Division Superintendents
Chief, Curriculum Instruction Division
Division Information Technology Officers

1. Attached is the Unnumbered DepEd Memorandum dated June 20, 2017 from Dir. Aida C. Yuvienco, Director IV, Information and Communications Technology Service (ICTS) with the information that the Department of Education through the Information and Communications Technology Services (ICTS), in partnership with the Basic Education Sector Transformation (BEST), will be conducting the National Rollout-Training on ICT Literacy Capacity Building Program for Cluster 8 on August 31, to September 1, 2017 in Davao City (specific venue will be announced later).
2. Participants in this National Rollout-Training are the following:

PARTICIPANTS	REGION XI	REGION XII	TOTAL
Central Office			7
Regional ITO	1	1	2
Regional ICTU Staff	2		2
Regional EPS from CLMD	1	1	2
Division ITO	11	9	20
Division EPS from CID	11	9	20
School ICT Coordinators	11	9	20
TOTAL	37	29	73

Participants are requested to bring Laptop, extension cord, pocket wifi (optional), and **ICT LAC best practices** in school and document it in a 3-5 minute video presentation.

3. Board and lodging of the regional and central office participants and travel expenses of Region XI participants shall be charged against downloaded **DCP 2016 Continuing MOOE Funds**, subject to the usual accounting and auditing rules and regulations.
4. Immediate dissemination of this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO III
Director IV

Incl.: as stated
References: ICTS Office Memorandum dated June 20, 2017

DEPARTMENT OF EDUCATION ROXI
RECORDS SECTION
RELEASED
By: *[Signature]*
Date: 07-26-17 Time: 8:01

To be Indicated in the Perpetual Index
Under the following subjects:

ICT LAC PROGRAM TRAINING

ROC11/ARP



DEPARTMENT OF EDUCATION
RECORDS SECTION
RECEIVED
By: A 17-06-2186
Date: 6-20-17 Time: 9:13

Republic of the Philippines
Department of Education
INFORMATION AND COMMUNICATIONS TECHNOLOGY SERVICE
Pasig City, Philippines

MEMORANDUM

To : **DEPED ARMM REGIONAL SECRETARY
ALL REGIONAL DIRECTORS
ALL SCHOOLS DIVISION SUPERINTENDENTS**

Attention: Regional and Division Information Technology Officers I

From : *Aida C. Yuvienco*
AIDA C. YUVIENCO
Director IV

Subject : **CONDUCT OF ICT LITERACY CAPACITY BUILDING PROGRAM 2017 IN
SERIES OF ACTIVITIES AND CLUSTER TRAINING**

Date : **June 20, 2017**

The Department of Education thru the Information and Communications Technology Service (ICTS), in partnership with Basic Education Sector Transformation (BEST), will be conducting **ICT Literacy Capacity Building Program 2017**.

1. The **objectives** of the said workshop are the following:
 - ✓ a. Compile DepEd ICT LAC best practices from different regions and divisions;
 - ✓ b. Equip ITOs, Education Supervisors, and School ICT Coordinators on the proper delivery of ICT LAC;
 - ✓ c. Update participants on the education technology tools to use in the classroom;
 - d. Educate teachers and technology leaders in understanding what students/children should know about the norms of appropriate and responsible technology use through the launch of Digital Citizenship advocacy;
 - e. Reorient ITOs on their roles and responsibilities; and
 - f. Update ITOs on the DepEd Computerization Program procurements and DCP Ticketing System

2. Target participants are:

Activity 1: Training of Trainers	Per Region <ul style="list-style-type: none"> • 1 Regional ITO • 1 Regional Education Supervisor from CLMD
Activity 2: National Rollout-Training (in 8 clusters)	Per Division <ul style="list-style-type: none"> • 1 Division ITO • 1 Division Education Supervisor from CID • 1 School ICT Coordinator

- a. Participants of Activity 1: Training of Trainers shall be the *resource person* in Activity 2: National Rollout-Training on their respective regional cluster.
- b. In identifying School ICT Coordinator, Division ITOs must choose one (1) who had already conducted ICT LAC sessions in school and has ICT LAC best practices to share.
- c. Visit the link below if you have yet registered your participants:

<http://bit.ly/ICTLiteracy2017ConfirmedParticipants>

3. Date and venue

Activity	Dates	Venue	Participants
Activity 1: Training of Trainers	July 06-07, 2017	NCR	Per Region: <ul style="list-style-type: none"> • 1 Regional ITO • 1 Regional Education Supervisor from CLMD
Activity 2: National Rollout-Training			
1) Cluster 1 (NCR, III)	July 13-14, 2017	NCR	Per Division: <ul style="list-style-type: none"> • 1 Division ITO • 1 Division Education Supervisor from CID • 1 School ICT Coordinator
2) Cluster 2 (IV-A, IV-B, V)	July 20-21, 2017	Region IV-A	
3) Cluster 3 (I, II, III)	July 27-28, 2017	CAR	
4) Cluster 4 (VII, VIII)	Aug 03-04, 2017	Region VII*	
5) Cluster 5 (VI, NIR)	Aug 10-11, 2017	Region VI	
6) Cluster 6 (IX, ARMM)	Aug 17-18, 2017	Region VII*	
7) Cluster 7 (X, CARAGA)	Aug 24-25, 2017	Region X	
8) Cluster 8 (XI, XII)	Aug 31-Sep 01, 2017	Region XI	

* Region VII to host 2 cluster training

- a. Exact address of the venues shall be announced thru a separate *advisory*.
- b. Workshop venues are expected to have a reliable internet connection considering the number of participants.

4. Board and lodging and travel expenses

- a. Board and lodging (*to be downloaded to host region/division*), supplies, travel expenses of all participants and central office staff shall be shouldered by DepEd ICTS charged against **DCP 2016 Continuing MOOE**.
- b. Participants are expected to secure plane/bus tickets and travel authority for the reimbursement of travel expenses.

5. Participants are requested to bring the following:

- a. Laptop
- b. Extension cords
- c. Pocket wifis/broadband (optional)



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- d. **ICT LAC Best Practices** for the participants of *Activity 1: Training of Trainers* (Regional ITOs and ES). The Region must identify ICT LAC best practices in schools and document it as a video presentation.

ICT Best Practice Video Documentation

Guidelines:

1. All ICT Literacy Capacity Building Program Training of Trainers (TOT) participants must have at least 1 ICT LAC Best Practice to be shared.
2. On a 3-minute video, the following information are shown:
 - a. Title of the ICT LAC Best Practice
 - b. What is it about? (Description of the Initiative)
 - c. Show/Demonstrate the ICT LAC Best Practice
 - d. Testimonials (optional)
 - e. File must be in .mp4
3. Share the video link in the registration form
4. Showcase your region's ICT LAC Best Practice/s during the ICT Literacy Capacity Building Program Training of Trainers (TOT)

6. Program of Activities
a. See attached Program of Activities

For inquiries, email Elizabeth Urbano at elizabeth.urbano@deped.gov.ph or Mary Anthony Sieras at mary.sieras@best.org.ph

Thank you very much for your usual cooperation!