



Republic of the Philippines  
**Department of Education**  
Region XI  
**SCHOOLS DIVISION OF DIGOS CITY**  
Digos City



January 6, 2020

**DIVISION MEMORANDUM**  
No. 006, s. 2020


**CONDUCT OF ICT TRAINING FOR TEACHERS**


To: Assistant Schools Division Superintendent  
CID and SGOD Chiefs  
Education Program Supervisors  
Public Schools District Supervisors  
School Heads  
DICNHS Department Heads  
All Teachers Concerned

1. In relevance to DepEd's Digital Rise Program, this Division will conduct a Five-Day Training on ICT for Teachers at The Ritz Hotel, Davao City on January 14-18, 2020.
2. This training is aimed to:
  - a. Orient teachers and school heads on the characteristics, needs and interest of the 21<sup>st</sup> Century Learners;
  - b. Guide the participants in identifying the 21<sup>st</sup> Leadership and Managerial Skills necessary to respond to the needs of the 21<sup>st</sup> Century Learners;
  - c. Expose participants to activities that would help them understand the essence of ICT integration in the Teaching and Learning Processes;
  - d. Expose participants to the use of online learning resources/strategies/approaches for ICT integration, and assessment tools for the 21<sup>st</sup> Century classroom;
  - e. Help participants enhance their capability in the preparation of Lesson Plans with ICT Integration; and
  - f. Enhance teachers' capability in the conduct of classroom instruction which is focused on ICT Integration.
3. The List of Participants for this training is in the enclosure.
4. School Heads are required to strictly choose/send teacher-participants who are very commendable in terms of communication skills and facilitation skills because they will serve as training/LAC Session Facilitators in the school.
5. All participants of this training are required to bring the following: a) laptops, b) extension wires, c) Hard/Soft Copy of CGs, d) Soft Copy of DCP Learning Resource Packages, e) Soft Copy of offline Learning Resources downloaded by the LRMS Unit, and Textbooks/References. Likewise, on the first day, they are

expected to be at the venue at 8:00 in the morning for the registration and to ensure the attendance of all in the Opening Program at 9:00 am.

6. Likewise, each district including DICNHS is required to bring one LCD Projector for the breakout sessions.
7. Travel expenses of participants are chargeable against local funds/School MOOE/Division MOOE, while their accommodation including meals and snacks shall be charged against the downloaded ICT Training Funds: OSEC-11-19-3961, all subject to the usual accounting and auditing rules and regulations.
8. For priority concern and compliance.

  
CRISTY C. EPE, CESE  
Schools Division Superintendent

DepEd Schools Division of Digos City  
RECORDS SECTION  
**RELEASED**  
50615  
DATE: 09 JAN 2020 TIME: 10:46  
BY: 

Encls: List of Participants & Matrix of Activities  
References: DepEd's Digital Rise Program  
To be indicated in the Perpetual Index under the following subjects:  
CURRICULUM                      ICT PROGRAM                      TRAINING  
BSD: 5-DAY TRAINING ON ICT FOR TEACHERS  
January 6, 2020





Continuation:

School	NO. OF TEACHERS											Remarks	
	ICT Coor.		Eng.	Fil.	Math	Science	Aral Pan	EPP/ TLE	MAPEH	EsP	Total		
B. Secondary													
DICNHS	1										8	One per department including the ICT Coordinator	
Kapatagan NHS	1			1	1		1				4	Pls. ensure that ICT Coordinator will not represent a subject area represented by somebody already. Mr. Kristofer Aian Cabila, as demo teacher, is already the 3rd participant	
Ruparan NHS	1								1	2			
Soong NHS	1									1			
Balabag NHS	1									1			
Dawis NHS	1									1			
Aplaya NHS	1									1			
Matti NHS	1					1		1		3			
Igpit NHS	1								1	2			
Goma NHS	1									1			
SHS in Digos City	1		1		1					3			