



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



OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM

OSDS-2024- 782

To : Public Schools District Supervisors
 School Heads
 School ICT Coordinators
 School Project Development Officer

Subject : DCP Adoption: Capacity Building for Teachers of DCP Recipient Schools

Date : November 28, 2024

In partnership with the School Governance and Operations Division and the Curriculum Implementation Division, the Information and Communication Technology Unit, will conduct the DCP Adoption Activity a Capacity Building for Teachers of DCP Recipient schools on December 14-16, 2024, at Glorias Function Hall and Catering Services, Roxas Street Digos City.

This activity aims to empower teachers with essential skills in utilizing **Microsoft 365 Applications** as effective tools for enhancing teaching and learning experiences. By mastering these tools, educators can foster collaboration, promote digital literacy, and create engaging learning environments for their students.

The following are the requested participants, including ICT Coordinators, for this training:

School Participants	Number of Participants
Digos City NHS	4
Digos City NHS- Aplaya Ext.	2
San Roque NHS	2
Balabag NHS	4
Igpit NHS	4
Matti NHS	4
Soong NHS	4
Kapatagan NHS & SHS	4
Ruparan NHS	4
Digos City Senior High School	2





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Goma National High School	4
Dawis National High School	4
Bagobo Tagabawa- Palan NHS	2
Ferdinand Magdadaro (PDO)	1
Irene B. Ortiz (PDO)	1
Diana Grace V. Amigo (PDO)	1
Mary Love Dalumatan (PDO)	1
SEPS/EPSII M&E	1
Stephen R. Pascual (ITO)	1
Marjun Rebosquillo (SEPS)	1
Eleser Mateo (PSDS)	1
Jihan Mendez (ADA VI)	1
TOTAL	53

Participants are required to bring their laptops and extension wires to ensure they can fully engage in the hands-on activities and training sessions.

Service Credits or Compensatory Overtime Credits will be granted to participants for training days that fall on holidays, Saturdays, and Sundays, in accordance with relevant policies.

Travel and other incidental expenses incurred by participants shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.

For Information and Compliance.

For and in the Absences of the
Schools Division Superintendent



Sollie B. Oliver, Jr. 11/28/24
SOLLIE B. OLIVER, JD, MATE
Chief Education Supervisor - SGOD
Officer-In-Charge *SO*

