



Republic of the Philippines
Department of Education
 Region V - Bicol

SCHOOLS DIVISION OFFICE OF CATANDUANES

RELEASED

DepEd, Division of Catanduanes

RECORDS SECTION

Date MAY 08 2020

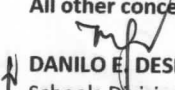
Time: 11:25

Initial/Signature: [Signature]

DIVISION MEMORANDUM

OSDS-ICTU-DM- 107 s. 2020

TO: Assistant Schools Division Superintendent
 SDO Chiefs & Staffs
 Education Program Supervisors
 Public Schools District Supervisors
 School Heads
 District/School ICT Coordinators
 Teachers & Non-Teaching Personnel
 All other concerned

FROM:  **DANILO E. DESPI**
 Schools Division Superintendent

SUBJECT: INVITATION TO ATTEND THE SDO ONLINE ORIENTATION ON THE USE OF DIFFERENT DEPED OFFICIAL PLATFORM (WORKPLACE, WORKCHAT, DEPED EMAIL & OFFICE 365 ACCOUNTS)

DATE: May 9, 2020

In relation to the attached OUA Memo 00-0420-0042 dated April 1, 2020, re: Recommending the Use of Microsoft Teams, Workplace by Facebook, and Google Meet in Video Conferencing, this Office through the OSDS-ICT Unit would like to invite our interested Teaching and Non-Teaching Personnel to participate in the following scheduled dates for **ONLINE ORIENTATION ON THE USE OF DEPED OFFICIAL PLATFORM ((WORKPLACE, WORKCHAT, DEPED EMAIL & OFFICE 365 ACCOUNTS):**

DATE	TIME	PARTICIPANTS
May 16, 2020	9:00 – 10:30	SDO Personnel Bagamanoc North & South Baras North & South
	2:00 – 3:30	Caramoran North & South Pandan East & West
May 23, 2020	9:00 – 10:30	Viga East & West Panganiban & Gigmoto
	2:00 – 3:30	San Andres East and West San Miguel North & South
May 30, 2020	9:00 – 10:30	Virac North & South Bato East & West
	2:00 – 3:30	Secondary Schools

Further, the Information Technology Officer-I will take the lead in extending online Technical Assistance together with the District/School ICT Coordinators to invite interested teachers and non-teaching personnel in their respective districts/schools. Since this is an online orientation, participants must have internet access/connectivity and downloaded the VideoCon apps in their Mobile Phone-IOS/Android (Meet and Teams) available in PlayStore to be able to participate and join the said orientation. Since the scheduled online orientation falls on Saturday, participants are advised to register on the link that will be provided during the scheduled date to avail a one(1) day service credit per CSC & DBM Joint Circular No. 2 s. 2014.

For queries, you may contact CP #09291383262 or email at ictunit.ctd@deped.gov.ph.

Immediate dissemination of this information is earnestly desired.



San Roque, Virac, Catanduanes
 052 – 8114063
catanduanes@deped.gov.ph
www.depedrovcatanduanes.com
 DepEd Tayo – Region V - Catanduanes



OUID00-0420-0042
To authenticate this document
please scan the QR Code



Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

OUA MEMO 00-0420-0042

MEMORANDUM

17 April 2020

For: **Regional Directors**
Schools Division Superintendents
Regional and Division Information Technology Officers
School Heads
School ICT Coordinators
All Others Concerned

Subject: **RECOMMENDING THE USE OF MICROSOFT
TEAMS, WORKPLACE BY FACEBOOK, AND
GOOGLE MEET IN VIDEO CONFERENCING**

The Office of the Undersecretary for Administration (OUA) through the Information and Communications Technology Service (ICTS) strongly recommends all concerned personnel to use the following platforms for video conferencing requirements:

1. Microsoft Teams
2. Workplace by Facebook
3. Google Meet

The Department of Education (DepEd) has existing arrangements with the said organizations and platforms which ensures that information in video conferences are secured and strictly confidential.

For appropriate action.


ALAIN DEL B. PASCUA
Undersecretary



Scan this QR Code to view
Videos and Magazines
of Major Programs



Office of the Undersecretary for Administration (OUA)

*Administrative Service (AS), Information and Communications Technology Service (ICTS),
Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support
Services (BLSS), Baguio Teachers' Camp (BTC), Central Security & Safety Office (CSSO)*

Department of Education, Central Office, Meralco Avenue, Pasig City
Rm 519, Mabini Bldg; Mobile: +639260320762; Tel: +63286337203, +63286376207
Email: usec.admin@deped.gov.ph; Facebook/Twitter @depedtago