



Republic of the Philippines
Department of Education
Region V(Bicol)


SCHOOLS DIVISION OF CATANDUANES
Virac, Catanduanes

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MEMORANDUM

TO: CID & SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisor
Elementary & Secondary School Heads
Designated School ICT Coordinators

FROM: 
SOCORRO V. DELA ROSA, CESO VI
Schools Division Superintendent

SUBJECT: School-Based LAC Session for ICT Literacy and Integration

DATE: December 16, 2016

To maximize the utilization of ICT Packages provided by DepEd under the DepEd Computerization Program(DCP) and as one of the objectives of the **ICT Literacy Trainers' Training Workshop for School ICT Coordinators** conducted last Nov. 21-23, 2016(Batch 1& 2) and December 1-3(Batch 3), please be informed that your school must conduct a school-based LAC Session headed by your designated School ICT Coordinator with the guidance and supervision of Division ITO- I and it is expected to start this January, 2017.

In connection to this, the designated School ICT Coordinator are advised to submit **Individual Implementation Plan** for the LAC Session to be conducted in your respective schools on **January 6, 2017** at the SDO-IT Section *c/o Ms. Jennifer B. Metica (Information Technology Officer-I)* for the approval of the Schools Division Superintendent and proper monitoring of the said activity.

For information, guidance and compliance.