Republic of the Philippines
Department of Education
Region V – Bicol
SCHOOLS DIVISION OFFICE OF CATANDUANES

DEPED DIVISION OF CATANDUANES
RECORDS SECTION
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April 21, 2021

DIVISION MEMORANDUM
OSDS-ICTU-DM- 161 s. 2021

CONFERENCE OF DISTRICT AND SELECTED SCHOOL ICT COORDINATORS RELATIVE TO THE STATUS OF ICT PACKAGES UNDER DEPED COMPUTERIZATION PROGRAM(DCP) AND OTHER IT RELATED CONCERNS

To : Assistant Schools Division Superintendent
SDO Chiefs & Staff
Education Program Supervisors
Public Schools District Supervisors
School Heads (Elementary and Secondary) Concerned
District/School ICT Coordinators (Elementary and Secondary) Concerned
SDO Personnel Concerned
All others concerned

1. The SDO Catanduanes through the ICT Unit will conduct a **Conference of District and Selected School ICT Coordinators relative to the Status of ICT Packages under DepEd Computerization Program (DCP) and other IT related concerns on May 10, 2021** at **Rhaj Inn, Gogon, Virac, Catanduanes**.

2. The one-day activity aims to:
   a) Report and validate the updated and consolidated data indicated in the respective Google Sheet c/o District/School ICT Coordinators
   b) Present the status of ICT packages under DCP in the school c/o District/School ICT Coordinators
   c) Other IT related concerns(GMail and Microsoft 365 accounts of Teachers and Learners)

3. Participants to this conference are the District and selected School ICT Coordinators and selected SDO Personnel. They are requested to register online at https://tinyurl.com/ConferenceDistICTCoor on or before **May 5, 2021** until 5PM. Attached is the List of Participants and the Program of Activities for your reference.

4. In preparation for the said conference, the designated School ICT Coordinators are advised **to check, provide and update** the data needed in the Google Sheet shared to their accounts until **April 30, 2021**. Said Google Sheets includes the following online reports directly provided by the school through the designated school ICT Coordinators checked by the School Heads: *Teachers' Account, Learners' Account, DCP Inventory 2021, LMS accounts, DepEd Commons Accounts, ICT Coordinator Profile 1&2-with pics, IT Project Implemented in school/district and SLAC conducted in school/district.* Please

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coordinate with your District ICT Coordinators for the consolidation of said reports and to be presented in our Conference.

5. For queries, you may contact at CP# 09208779674 or email at ictunit.ctd@deped.gov.ph.

6. For information, guidance and compliance.

SUSAN S. COLLANO
Asst. Schools Division Superintendent
OIC-Office of the Schools Division Superintendent

Enclosure 1 - List of Participants

Conference of District and Selected School ICT Coordinators relative to the Status of ICT Packages under DepEd Computerization Program (DCP) and other IT related concerns

NO.	NAME		Designation	DISTRICT	School/Office
	LASTNAME	FIRST NAME			
1	VILLAFLOR	WILFRED	District ICT Coor	Bagamanoc North	Bugao CES
2	BRAGAIS	RICHELLE	District ICT Coor	Bagamanoc South	Bagamanoc CES
3	TATING	RHEA	District ICT Coor	Baras North	San Miguel ES
4	TENDENCIA	NANCY	District ICT Coor	Baras South	Baras CES
5	TEJERERO	PAUL XAVIER	District ICT Coor	Bato East	Cagraray ES
6	TAYAM	MARY GRACE	District ICT Coor	Bato West	Marinawa ES
7	MIRARAN	ESTRELLA	District ICT Coor	Caramoran North	Caramoran CES
8	FRONDOZO	NESSIE	District ICT Coor	Caramoran South	Datag CES
9	CARANZA	CHITO	District ICT Coor	Gigmoto	Sloron ES
10	RODRIGUEZ	JENNIEROSE	District ICT Coor	Pandan East	San Isidro ES
11	GIANAN	EMMA LYNN	District ICT Coor	Pandan West	Oga ES
12	OLARVE	SUZETTE	District ICT Coor	Panganiban	San Miguel ES
13	ALFARO	DANIEL	District ICT Coor	San Andres East	Timbaan ES
14	SOLANO	MARITES	District ICT Coor	San Andres West	Cabcab CES
15	AUSTERO	ROSA	District ICT Coor	San Miguel North	Pacogon ES
16	TINDUGAN	MARY ANN	District ICT Coor	San Miguel South	San Juan ES
17	TEOPE	JHERAMIE	District ICT Coor	Viga East	Soboc ES
18	TIMAJO	LERMA	District ICT Coor	Viga West	Viga CES
19	SARMIENTO	JAKE	District ICT Coor	Virac North	VPES
20	TIDON	JOHN ALREY	District ICT Coor	Virac South	Cavinitan ES
21	REYES	RENZ	District ICT Coor	(Zone 1) Virac	Antipolo NHS
22	SATAIRAPAN	ANDREW	School ICT Coor	(Zone 1) Virac	Catanduanes NHS
23	SOCAO	JONEL	District ICT Coor	(Zone 1) San Andres	Lictin Integrated School
24	TOLLEDO	Cynthia	School ICT Coor	(Zone 1) San Andres	SAVS
25	JOSON	LIZA	District ICT Coor	Zone 2 (San Miguel	SMRDHS (Mabato HS Annex)
26	TARRAGO	MA. JACKIELOU	District ICT Coor	Zone 2 (Gigmoto)	Gigmoto RDHS
27	PADILLA	AVIGAIL	District ICT Coor	Zone 3 (Viga, Panganiban	Panganiban(CAIC)
28	SAMAR	RENE	School ICT Coor	Zone 3 (Viga, Panganiban	Viga RDHS
29	DOLORES	RALPH	District ICT Coor	Zone 3 (Viga, Panganiban	San Jose National High School
30	LIM	MISHAEL	District ICT Coor	Zone 4 (Pandan, Caramoran)	Tubli NHS
31	IBARDALOZA	Gil	School ICT Coor	Zone 4 (Pandan, Caramoran)	PSAT
32	PETAJEN	ROMEL	Chief, CID		CID
33	RIMA	EDGAR	EPS(TLE/TVL)		CID
34	ABUNDO	ELIAS	PSDS		CID
35	RUIZ	JOSELITO	PSDS		CID
36	SAMONTE	MARIBEL	Nurse II		SGOD-Medical
37	CHIONG	SARAH	SEPS-M&E		SGOD-M&E
38	BARRAMEDA	CRISTINA	AO V (Supply Officer)		OSDS-Supply Office
39	METICA	JENNIFER	ITO-I		OSDS-ICT Unit
40	LAGUDA	BRYAN	IT Staff(COS)		OSDS-ICT Unit

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Enclosure No. 2 – Program of Activities

Time	Activities	In-Charge/Facilitator
7:30 – 8:20	Arrival of Participants	Facilitator
8:21 – 9:00	Preliminaries/Opening Program	Facilitator
	Message	SDS/ASDS
9:01 – 9:30	DCP Deliveries and other Concerns(Damaged DCP IT packages)	AO V- Supply Officer
9:31 – 10:30	DCP Updates	ITO-I
10:31 – 12:00	Presentation of the Status of ICT Packages under DCP by District/Zone	District/School ICT Coordinator (Secondary)
12:01 – 1:00	LUNCH BREAK	
1:01 – 4:00	Continuation of the Presentation of the Status of ICT Packages under DCP by District/Zone	District/School ICT Coordinator(Elementary)
4:01 – 5:00	Clearing House/ Closing	Facilitator