



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
REGION XI
DIVISION OF TAGUM CITY



Energy Park, Apokon, Tagum City, Davao del Norte, Philippines
Email Address: tagum_city@deped.gov.ph Website: deped.tagumcity.gov.ph TeleFax: (084) 216-3504

DIVISION MEMORANDUM

October 11, 2019

TO : ALL PUBLIC ELEM. AND SEC. SCHOOL ADMINISTRATORS
ATTENTION:
ELEM. SCHOOL ICT COORDINATORS
SEC. SCHOOL ICT COORDINATORS

FROM : The Office of the School Division Superintendent

SUBJECT : ICT Literacy Training -Workshop for School ICT Coordinators

Please be informed of the **ICT Literacy Training -Workshop for School ICT Coordinators** on **October 28-29, 2019** at **Citi Hotel, National Highway, Tagum City.**

Designated ICT Coordinators should be the one to attend. Each participant should bring a laptop computer, a storage device (Flash Drive or Portable HDD, 64Gb - 1Tb) and an extension cord. Bringing of WiFi modem is also recommended but not necessary.

List of Participants:

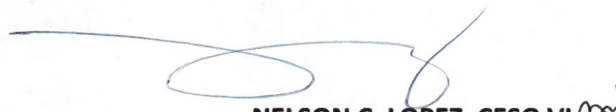
Elementary – 1 ICT Coordinator ONLY per school

Secondary – 1 ICT Coordinator ONLY (Either JHS or SHS ICT Coordinator) per school

Integrated School – 1 ICT Coordinator ONLY (Either Elementary or Secondary ICT Coordinator) per school

Meals and venue shall be charged to HRD Fund while transportation expenses of participants shall be charged to School MOOE, all subject to usual accounting and auditing rules and procedures.

Immediate and wide dissemination of this memorandum is earnestly desired.


NELSON C. LOPEZ, CESO VI
Schools Division Superintendent

