



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
www.depednegor.net

MEMORANDUM

TO : Public Schools District Supervisors/Districts-In-Charge
Public Elementary and Secondary School Heads
All Others Concerned

FROM : **WILFREDA D. BONGALOS, Ph.D, CESO V**
Schools Division Superintendent

SUBJECT : **ORIENTATION ON COMPUTER LITERACY**

DATE : SEPTEMBER 13, 2019

1. Attached is a communication from Mr. Leonardo R. Castillo Jr, Marketing Supervisor, Arcer Computer Educational Development System, Inc, requesting permission to conduct a computer literacy orientation to teachers.
2. This Office interposes no objection to the said request, provided that it is the in compliance with the no-disruption-of-classes policy stipulated in DepEd Order No. 9, s. 2005, entitled, "Instituting Measures to Increase engaged Time-on-Task and Ensuring Compliance Therewith" and DepEd Order No. 39, s. 2009 entitled "Strict Adherence to DepEd Order No. 28 s. 2001 Prohibiting the Commercialization of the DECS Organization Through Endorsements and Accreditation of Goods and Services."
3. Participation in the orientation is purely voluntary.
4. For information, guidance, and compliance.

W. Bongalos
WILFREDA D. BONGALOS Ph.D, CESO V
Schools Division Superintendent
9/13/19

SGOD/RBP/kpantonio

16 SEP 2019



**ARCER COMPUTER EDUCATIONAL
DEVELOPMENT SYSTEM INC.**



Office Address: Sampaguita Street 2nd floor SCHWETZ Bldg.
Pob. Buug, Zamboanga Sibugay
Email add: arcercomputersystem@gmail.com •0915-467-1168

Date: September 11, 2019

Wilfreda D. Bongalos, Ph.D., CESO V
School Division Superintendent
Deped Division of Negros Oriental

11 SEP 2019

Dear Ma'am,

In the desire to help the teachers particularly those who nurture special interest in the field of Science and Technology, the ARCER Computer Educational Development System Inc., has embarked on a kind of development project designed to provide broadened perspective to the teachers on matters regarding Science and Technology.

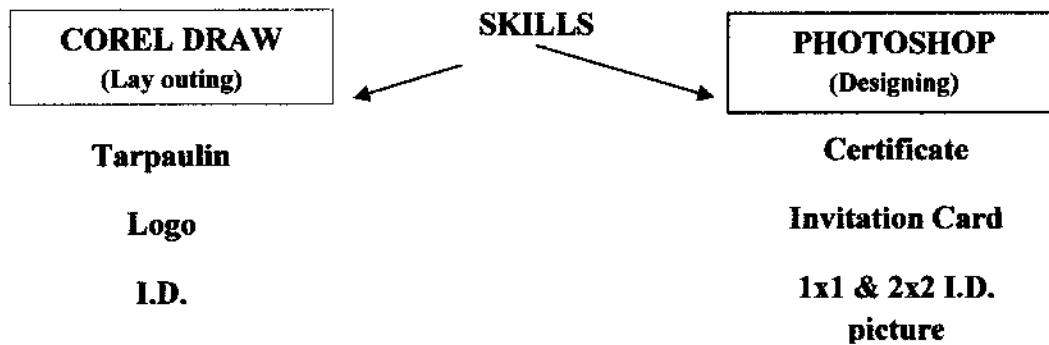
The ARCER COMPUTER EDUCATIONAL DEVELOPMENT SYSTEM INC., will be conducting an **ORIENTATION** for the teachers only (range of time is only 10 minutes) regarding of computer literacy program. We would like to ask your permission to allow us to present the **MECHANICS** of our program in every respective school under your Division. We will assure not to disturb the regular classes as stipulated on D.O. # 5.s. 2005 (Time on task) and to follow strictly the implementing guidelines on the School Calendar for School Year (SY) 2019-2020 so as not to cause disruption of classes.

This program is very essential but voluntary and is **NOT COMPULSORY** on the part of teacher's concern. It is only a personal enhancement for them to learn more about technology. Those who are interested and willing to register our program will be given a special **LEARNING and SKILLS**

The universal fact stands that the more we learn the greater is our chances for success, please allow us to thank you in anticipation to your favorable consideration hereon. We believe that your contribution to this field is unparalleled and will be great benefits to them. Thank you and God bless.

Very truly yours,


Leonardo R. Castillo Jr.
Arcer, Marketing Supervisor



LEARNING

- ✓ **Shortcut keys & techniques of encoding**
- ✓ **External & belt in Keyboard Course**
- ✓ **Formula (Ranking & Grading system)**
- ✓ **Hyperlink & upgraded slideshow presentation**
- **FREE MODULE**
- **FREE INSTALLATION OF SOFTWARE**

Company Information

SEC Registration No. CN201328552 dated February 20, 2013

Company Name ARCER COMPUTER EDUCATIONAL DEVELOPMENT SYSTEM, INC.

Industry Classification Private Technical And Vocational Post Secondary Non-Degree Education

Company Type Non-stock Corporation

CERTIFICATE OF REGISTRATION

TIN 470-245-634-000

LINE OF BUSINESS 8159 OTHER PRIVATE EDUCATION SERVICES, N.E.C.



REPUBLIC OF THE PHILIPPINES
SECURITIES AND EXCHANGE COMMISSION
SEC Building, EDSA, Greenhills
City of Mandaluyong, Metro Manila

ZAMBOANGA EXTENSION OFFICE

COMPANY REG. NO. CN201328552

CERTIFICATE OF INCORPORATION

KNOW ALL MEN BY THESE PRESENTS:

This is to certify that the Articles of Incorporation and By-Laws of

**ARCER COMPUTER EDUCATIONAL
DEVELOPMENT SYSTEM, INC.**

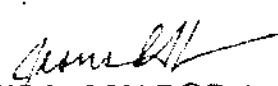
were duly approved by the Commission on this date upon the issuance of this Certificate of Incorporation in accordance with the Corporation Code of the Philippines (Batas Pambansa Blg. 68), and copies of said Articles and By-laws are hereto attached.

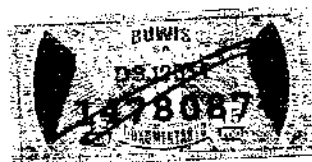
This Certificate grants juridical personality to the corporation but does not authorize it to undertake business activities requiring a Secondary License from this Commission such as, but not limited to acting as: broker or dealer in securities, government securities eligible dealer (GSED), investment adviser of an investment company, close-end or open-end investment company, investment house, transfer agent, commodity/financial futures exchange/broker/ merchant, financing company, lending company, and time shares/club shares/membership certificates issuers or selling agents thereof. Neither does this Certificate constitute as permit to undertake activities for which other government agencies require a license or permit.

As a registered corporation, it shall submit annually to this Commission the reports indicated at the back of this certificate.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of this Commission to be affixed at Zamboanga City, Philippines, this 20th day of February Two Thousand Thirteen.

BY AUTHORITY OF THE COMMISSION:


JESUS SALVADOR A. URO
Director
+ SEC-Zamboanga Extn. Office






BIR Form No. 2303
 Revised July 1997

OCN 2000000896049

CERTIFICATE OF REGISTRATION

TIN	NAME	REGISTRATION DATE
101-000000000	ARNER COMPUTER EDUCATIONAL DEVT	05/10/2015
REGISTERED ADDRESS		
SCHWETS BUILDING SAMPAGUI 4 ST. 3RD FLOOR SAMPAGUI 4 ST. BANGALALAN CALABARZON		
REGISTERED ACTIVITY(IES)		
ASSISTANT TO THE DIRECTOR GENERAL / INQUIRY OFFICER ARNER COMPUTER EDUCATIONAL DEVT SAMPAGUI 4 ST. BANGALALAN CALABARZON, P.E.O.		
RDO DRY SEAL	I HEREBY CERTIFY THAT THE ABOVE NAMED PERSON IS REGISTERED AS INDICATED ABOVE, UNDER THE PROVISIONS OF THE NATIONAL INTERNAL REVENUE CODE, AS AMENDED.	
	 _____ REVENUE DISTRICT OFFICER (signature over printed name)	

TIN CERTIFICATE MUST BE EXHIBITED CONSPICUOUSLY IN THE PLACE OF BUSINESS

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