



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
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Division Memorandum

No. 489, s 2019

To : Assistant Schools Division Superintendents
CID and SGOD Chief Education Supervisors
Division Education Program Supervisors
Concern Public Schools District Supervisors/ District In-Charge
Concern Secondary School Heads

From: **WILFREDA D. BONGALOS, Ph.D., CESO V**
Schools Division Superintendent
8/6/19

Subject: **ORIENTATION ON THE GUIDELINES FOR THE DEPLOYMENT/ DELIVERY OF DCP 2018 IT PACKAGES (E-TEXTBOOKS) AND IT EQUIPMENT FOR SENIOR HIGH SCHOOLS WITH ICT TRACK**

Date: August 6, 2019

1. This is to inform the conduct of the **Orientation on the Guidelines for the Deployment of DCP 2018 IT Packages (e-Textbooks) and IT Equipment for Senior High Schools with ICT Track** on August 10, 2019 at Royal Suites Inn, L. Rovira Road, Bantayan, Dumaguete City.
2. The objectives of this orientation are as follows:
 - a. To gain understanding on the **Guidelines for the Deployment of DCP 2018 IT Packages and IT Equipment for Senior High Schools with ICT track**.
 - b. To pre-validate each Senior High School **Computer Laboratory Readiness**.
 - c. To reinforce the knowledge in providing technical assistance/support to schools needing immediate **Warranty Services** from the Supplier.
3. Participants to this orientation are the Elementary and Secondary District ICT Coordinators of the 34 districts in the Schools Division of Negros Oriental.

07 AUG 2019

Tel. Nos: (035)225-2838 / 225-0667/422-7644 (Division Supt's Office); (035) 225-1622 (CID); (035) 225-1623 (Legal Section); (035)225-6180 (SGOD); (035) 422-7843 (Cash Section); (035) 422-8511 (Planning Section); (035) 225-0987 (Record's Section); (035) 422-5283 (Admin. Section); (035) 422-0287 (Personnel Section); (035) 225-2376 (Guard/Medical/Dental Sections); (035) 225-7012 (Educ. Facilities Section); (035) 225-1640 & (035) 225-1640 (Acct. Budget Section); (035) 422-3921 (Supply Section)



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4. The participants are hereby directed to register ahead at **tms.depednodis.net/register** with this training code: **33E18C7816**

5. Participants must bring the following:
 - a. DCP laptop
 - b. Extension cord
 - c. External drive/ flash drive
 - d. Mobile WIFI
 - e. POWE (if applicable)

6. Accommodation, transportation and other incidental expenses relative to the conduct of this orientation shall be charged against school MOOE/ local funds subject to usual accounting and auditing rules and regulations while lunch and two (2) snacks shall be charged against DCP funds.

7. A one day service credit/ CTO is granted to the participants.

8. This serves as **TRAVEL ORDER**.

9. Immediate dissemination of this memorandum is enjoined.

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