DIVISION MEMORANDUM
No. 6/9, s. 2019

ATTENDANCE TO CONDUCT OF CAPACITY BUILDING FOR IT OFFICERS

To: STEPHEN R. PASCUAL
IT Officer I

1. This has reference to Regional Memo dated September 16, 2019 RE: Conduct of Capacity Building and DepEd Memorandum dated September 17, 2019 from Director Abram Y.C. Abanil RE: Venue and Schedule Advisory of the 2019 Capacity Building for IT Officers, The Technology Infrastructure Division of the Information and Communication Technology Service (TID-ICTS) will conduct a Capacity Building activity for the Regional IT Officers, Division IT Officers, and Regional Maintenance Technologist (CMT) at the EUROTEL NORTH EDSA, No. 49 Bulacan St., Brgy Bungad, Quezon City.

2. In this regard, you are directed to attend the said training workshop on October 14-18, 2019, exclusive of travel time.

3. Participants from Region XI is expected to arrive on October 13, 2019 and depart on October 19, 2019.

4. Travel and other incidental expenses will be charged to local or DCP funds, subject to the usual accounting and auditing rules and regulations.

5. For your information and guidance.

WINNIE E. BATOON, EdD
Assistant Schools Division Superintendent
Office in Charge of
Office of the Schools Division Superintendent

Encls: List Enclosures
References: DepEd Regional Memo and DepEd Memo
To be indicated in the Perpetual Index under the following subjects:
ICT
MEMORANDUM

To: Schools Division Superintendents
   Regional ITO and Computer Maintenance Technologist I
   Division Information Technology Officer

Subject: CONDUCT OF CAPACITY BUILDING

Date: September 16, 2019

This has reference to OUA MEMO 14-0819-0293 DepEd MEMORANDUM dated August 12, 2019, from Hon. Alain Del B. Pascua, Undersecretary, for Administration relative to the "CONDUCT OF CAPACITY BUILDING". The Technology Infrastructure Division of the Information and Communications Technology Service (ID-ICTS) will conduct a Capacity Building activity for Regional ITO, Division ITOs and Regional Maintenance Technologist (CMT). The training workshop is organized under DepEd Computerization Program (DCP) with the goal of strengthening the technical capacity of ITOs and CMTs and standardize operation and coordination from School to Division, Region and Central Office.

The training workshop is divided into five (5) clusters as follows:

<table>
<thead>
<tr>
<th>Cluster/Region</th>
<th>Schedule</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cluster 1: CAR, Region I, Region II, and Region III</td>
<td>September 23 - 27, 2019</td>
<td></td>
</tr>
<tr>
<td>Cluster 2: NCR, Region IV-A, Region IV-B, and Region V</td>
<td>September 30 - October 4, 2019</td>
<td></td>
</tr>
<tr>
<td>Cluster 3: VI, Region VII, Region VIII</td>
<td>October 7 - 11, 2019</td>
<td>TBA</td>
</tr>
<tr>
<td>Cluster 4: IX, Region X, Region XI</td>
<td>October 14 - 18, 2019</td>
<td></td>
</tr>
<tr>
<td>Cluster 5: Region XII, CARAGA, and BARM</td>
<td>October 21-25, 2019</td>
<td></td>
</tr>
</tbody>
</table>

All participants are requested to confirm their attendance and accomplish online registration form at [http://eventregistration.ictid.ph](http://eventregistration.ictid.ph). Furthermore, travel expenses shall be charged to DCP-Implementation Support Fund.

Please see attached Program of activities for your guidance.

Empowerment  Adaptability  Goal-oriented  Leadership  Excellence

Page 1 of 2
For clarifications or more information on these matters, please direct concerns to:

ENGR. OFELIA L. ALGO  
Information Technology Officer III  
Chief, Technology Infrastructure Division  
Phone nos. 633-23.63 / +639088782413  
Email: ofelia.algo@deped.gov.ph

For appropriate action and immediate dissemination,

EVELYN R. FETALVERO, CESO V
Assistant Regional Director  
Office in-Charge  
Office of the Regional Director

Enclosed: As Stated

ORD/ICT 1ving
For clarifications or more information on these matters, please direct concerns to:

ENGR. OFELIA L. ALGO
Information Technology Officer III
Chief, Technology Infrastructure Division
Phone Nos: 633-23-63 / +63.9088782413
Email: ofelia.algo@deped.gov.ph

For immediate and appropriate action.

Thank you.

ALAIN DEL R. PARCUA
Undersecretary
For:
Regional Directors
School Division Superintendents
Regional and Division Information Technology Officers
Regional Computer Maintenance Technologists

Subject: CONDUCT OF CAPACITY BUILDING

The Technology Infrastructure Division of the Information and Communications Technology Service (TID-ICTS) will conduct a Capacity Building activity for Regional and Division ITOs and Regional Computer Maintenance Technologist (CMT). The training workshop is organized under DepEd Computerization Program (DCP) with the goal of strengthening the technical capacity of ITOs and CMTs and standardize operation and coordination from Schools to Division, Region and Central Office.

The training workshop will be divided into five (5) Clusters as follows:

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<tbody>
<tr>
<td>Cluster 1: CAR, Region I, Region II, and Region II</td>
<td>23-27 September 2019</td>
<td></td>
</tr>
<tr>
<td>Cluster 2: NCR, Region IV-A, Region IV-B and Region V</td>
<td>30 September – 04 October 2019</td>
<td></td>
</tr>
<tr>
<td>Cluster 3: Region VI, Region VII, and Region VIII</td>
<td>07-11 October 2019</td>
<td></td>
</tr>
<tr>
<td>Cluster 4: Region IX, Region X, and Region XI</td>
<td>14-18 October 2019</td>
<td></td>
</tr>
<tr>
<td>Cluster 5: Region XII, CARAGA, and BARMM</td>
<td>21-25 October 2019</td>
<td></td>
</tr>
</tbody>
</table>

All participants are requested to confirm their attendance and accomplish online registration form at: [http://eventregistration.ictsid.id](http://eventregistration.ictsid.id). Furthermore, travel expenses shall be charged to DCP-Implementation Support Fund. Attached herewith the Program of Activities for your guidance.

Office of the Undersecretary for Administration
Administrative Services, Information and Communications Technology, Disaster Risk Reduction and Management, School Health, Youth Formation, Support Services, Camp, Education Institutions/ School Buildings
Department of Education, Central Office, Mercedez Avenue, Pasig City
Room 5TP, Makati Building. Mobile: +63936337203, +6326376097
Email: usec.admin@deped.gov.ph; Facebook/Twitter @depedph
Office of the Director
MEMORANDUM

For: 
Regional Directors
School Division Superintendents
Regional and Division Information Technology Officers
Regional Computer Maintenance Technologist

From: 
Y. C. A. B. A. N.
Director IV, ICT Service

Date: 
17 September 2019

Subject: 
VENUE AND SCHEDULE ADVISORY
2019 CAPACITY BUILDING FOR INFORMATION TECHNOLOGY OFFICERS IN REGIONAL AND DIVISION OFFICES

The 2019 Capacity Building for Information Technology Officers in Regional and Division Offices shall be held at the EUROTEL NORTH EDSA, located at No. 49 Bulacan St., Bgy. Bungad, Quezon City (in front of SM City North EDSA).

The succeeding table provides the schedule of expected arrival and departure of participants per Cluster:

<table>
<thead>
<tr>
<th>CLUSTER</th>
<th>ACTIVITY DATE</th>
<th>DATE OF ARRIVAL</th>
<th>FIRST MEAL</th>
<th>DATE OF DEPARTURE</th>
<th>LAST MEAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cluster 1: CAR, Region I, Region II and Region III</td>
<td>Sept. 23-27</td>
<td>September 22 (Sunday) 2:00 PM onwards</td>
<td>Dinner</td>
<td>September 28 (Saturday)</td>
<td>Breakfast</td>
</tr>
<tr>
<td>Cluster 2: NCR, Region IV-A, Region IV-B and Region V</td>
<td>Sept. 30-Oct. 4</td>
<td>September 29 (Sunday) 2:00 PM onwards</td>
<td>Dinner</td>
<td>October 5 (Saturday)</td>
<td>Breakfast</td>
</tr>
<tr>
<td>Cluster 3: Region VI, Region VII and Region VIII</td>
<td>Oct. 7-11</td>
<td>October 6 (Sunday)</td>
<td>Dinner</td>
<td>October 12 (Saturday)</td>
<td>Breakfast</td>
</tr>
</tbody>
</table>

5/F Bonifacio Bldg., Deped Complex, Meralco Ave., Pasig City
Telephone No. (02) 631-9635
<table>
<thead>
<tr>
<th>Cluster 4: Region IX, Region X and Region XI</th>
<th>Oct. 14-18</th>
<th>October 13 (Sunday) 2:00 PM onwards</th>
<th>Dinner</th>
<th>October 19 (Saturday)</th>
<th>Breakfast</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cluster 5: Region XII, CARAGA and BARMM</td>
<td>Oct. 21-25</td>
<td>October 20 (Sunday) 2:00 PM onwards</td>
<td>Dinner</td>
<td>October 26 (Saturday)</td>
<td>Breakfast</td>
</tr>
</tbody>
</table>

For clarifications or more information on these matter, please direct concerns to:

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Information Technology Officer III  
Chief, Technology Infrastructure Division  
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