Department of Education
Region VI – Western Visayas
DIVISION OF AKLAN
Archbishop G.M. Reyes St., Kalibo, Aklan

MEMORANDUM

TO: **Public Schools District Supervisors**
Heads, Public Elementary, Secondary and Integrated Schools
All Others Concerned

FROM: **MIGUEL MAC D. APOSIN, Ed.D., CESO V**
Schools Division Superintendent

DATE: October 24, 2019

SUBJECT: **Participants to Regional DepEd Computerization Program (DCP) Orientation cum Training-Workshop on the use of Open Education Resources (OER) and Office 365**

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1. In line with the conduct of Regional DepEd Computerization Program (DCP) Orientation cum Training-Workshop on the Use of Open Education Resources (OER) and Office 365 on October 28 to 31, 2019 at Grand Tower Suites, Iznart St., Iloilo City, the participants of this Division are the following:

    1. Floradel, P. Jamero, ITO I
    2. Marivic I. Tolentino, EPS, TLE
    3. Joseph Julian – Kalibo Integrated Special Education Center
    4. Job Vargas – Malinao School for Philippine Craftsmen
    5. Renel Rico – Bacan National High School
    6. Myla Clavell – Numancia National School of Fisheries
    7. Aljay Traje – New Washington National Comprehensive High School
    8. Jestoni Barrientos – Manocmanoc National High School
    9. Valquin Pullantes – Kalibo Pilot Elementary School

2. Enclosed is a copy of Regional Memorandum No. 318, s. 2019 for reference.

3. Immediate and wide dissemination of this Memorandum is desired.

RELEASED
OCT 18 2019

REGIONAL MEMORANDUM
No. 218 s. 2019

Regional DepEd Computerization Program (DCP) Orientation cum Training-Workshop on the use of Open Education Resources (OER) and Office 365

To: Schools Division Superintendents

1. The office of the Regional Director through the Information and Communications Technology (ICT) Unit will conduct the Regional DepEd Computerization Program (DCP) Orientation cum Training-Workshop on the use of Open Education Resources (OER) and Office 365 on October 28-30, 2019 at Grand Tower Suites, Iznart Street, Iloilo City

2. This activity aims to:
   a. familiarize the DCP policies, procedures and responsibilities from deployment process to post deployment/ after sales support.
   b. introduce the capabilities, functionalities and advantages of using OER as a tool to support offline e-learning even without internet connectivity.
   c. provide a better understanding on how Microsoft O365 can be integrated in classroom practices for better teaching and learning outcomes

3. Expected participants to this activity are:
   a. Division Information Technology Officers (ITOs)
   b. Division Education Program Supervisor (TLE)
   c. Selected School ICT Coordinators (Please see Enclosure No. 1 – Allocation of participants per Division)

4. The participants are expected to be at the venue on October 28, 2019 (Monday). Registration shall be at 11:00am to 1:30pm with lunch as the first meal. Check out shall be on October 31, 2019 with afternoon snacks as the last meal. Participants are advised to bring laptop, extension cord and pocket wifi.

5. Travel and other incidental expenses of participants shall be chargeable against local funds while accommodation and training materials shall be chargeable against **DCP-ISF** subject to the usual accounting and auditing rules and regulations.

6. Wide dissemination of this Memorandum is desired.

MA. GEMMA M. LEDESMA, CESO V
Director IV
Office of the Regional Director

Enclosure: as stated
Reference: DO No. 78, s. 2010

Regional Memorandum No. 318, 2019
Enclosure No. 1 – Allocation of participants per Division

REGIONAL DCP ORIENTATION CUM TRAINING-WORKSHOP ON OER AND OFFICE 365

DIVISION	ITO	EPS (TLE)	SCHOOL ICT COORDINATOR	TOTAL
AKLAN	1	1	7	9
ANTIQUE	1	1	7	9
BACOLOD	1	1	4	6
BAGO CITY	1	1	4	6
CADIZ CITY	1	1	4	6
CAPIZ	1	1	7	9
ESCALANTE CITY	1	1	4	6
HIMAMAYLAN CITY	1	1	4	6
GUIMARAS	1	1	7	9
ILOILO	1	1	9	11
ILOILO CITY	1	1	4	6
NEGROS	1	1	9	11
KABANKALAN CITY	1	1	4	6
LA CARLOTA CITY	1	1	4	6
PASSI CITY	1	1	4	6
ROXAS CITY	1	1	4	6
SAGAY CITY	1	1	4	6
SAN CARLOS	1	1	4	6
SILAY CITY	1	1	4	6
SIPALAY	1	1	4	6