



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BENGUET
Wangal, La Trinidad, Benguet 2601



Office of the SDS: (074) 422-6570 (telefax); Administrative Office: (074) 422-3790;
e-mail address: benguet@deped.gov.ph | website: depedbenguet.com

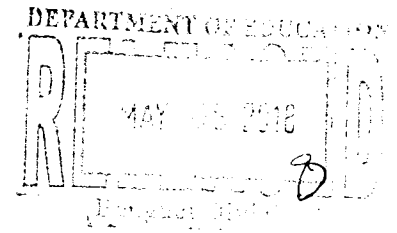
April 30, 2018

DIVISION MEMORANDUM

No. 035, s. 2018

Division Introduction of ICT Literacy to Curriculum and Capability Building for Training of Trainer's for District ICT Team (Cluster I)

TO: SGOD & CID Chiefs
Public Schools District Supervisors/District in-Charge
Elementary School Heads/TICs
Elementary Teachers
All concerned



1. The Schools Division Office in coordination with the ICTU and CID will be conducting ICT Literacy to Curriculum and Capability Building for Training of Trainer's for District ICT Team on May 16-18, 2018 to be held at H100 Ecolodge, Magsaysay ave., Baguio City.
2. The objectives of the said workshop are the following:
 - a. create and orient a district ICT team on their roles and responsibilities;
 - b. update participants on the education technology tools to use in the classroom;
 - c. show case of offline ed-tech tools;
 - d. equip ICT team on the proper delivery of ICT LAC; and
 - e. educate participants in understanding what students/children should know about the norms of appropriate and responsible technology use, through the Digital Citizenship Advocacy and Cyber Security.
3. The identified participants (see enclosure 1) are selected based on their ICT capabilities. Furthermore, the participants are required to bring their own laptops, extension cords and wireless internet device. In addition, their laptops Operating System must be updated, in A1 condition and installed with at least MS Office 2013 version or higher.
4. It is highly recommended that participant's laptops with technical issues be brought to the ICTU office two weeks before the training proper to address such technical issues.
5. The travel papers should be prepared by each participants following the polices and guidelines stated in SDO Memo No. 323, s. 2017 and DepEd CAR RM No. 409, s. 2017.
6. The SDO will shoulder the meals and snacks charged against the HRD fund while participant's transportation and incidental expenditures will be charged against their local MOOE subject to the usual accounting and auditing rules and regulations.
7. Teacher participants shall be granted three (3) days Service Credits following the rules and guidelines stated in DO No. 53, s. 2003
8. For information, compliance, guidance and wide dissemination.


MARIE CAROLYN B. VERANO, CESO VI
Schools Division Superintendent

List of Participants for the Division Introduction of ICT Literacy to Curriculum and Capability Building for Training of Trainor's for District ICT Team (Cluster I)

District of Atok

- 1 Julie M. Albo
- 2 Asunta D. Mayos
- 3 Jessica L. Gaviz

District of Buguias

- 1 Jocelyn S. Pilas
- 2 Saturnina Bacasen
- 3 Melbeth T. Sabyat

District of Itogon I

- 1 Dante D. Romillo
- 2 Marilyn A. Tolbe
- 3 Melanie An Napeek

District of Kabayan

- 1 Jenneth M. Bastian
- 2 Shanalyn S. Waclin
- 3 Lorenza L. Tubal

District of Kapangan

- 1 Francisco M. Contero
- 2 Rinan C. Bruno
- 3 Manuel C. Martin

District of Tuba

- 1 Remy N. Dum-ao
- 2 Henry Tinaza
- 3 Cherrylou A. Cocoy

District of Mankayan

- 1 Noreen T. Espenocilla
- 2 Juliet P. Daganos
- 3 Nelson B. Bang-as

District of Bakun

- 1 Ronald C. Sacyat
- 2 Oliver P. Ngiwas
- 3 Sajalyn D. Labinio

District of Itogon II

- 1 Emelda G. Amancio
- 2 Sheila K. Wakit
- 3 Ruth S. Quirimit

District of La Trinidad

- 1 Nancy C. Rosado
- 2 Pawid T. Agwasil
- 3 Judy Ann K. Bolayo

District of Bokod

- 1 Lydia P. Bisaya
- 2 Anabel K. Baliag
- 3 Eden Grace A. Balagsa

District of Kibungan

- 1 Dorotheo B. Cadley
- 2 Concepcion O. Dayagan
- 3 Jona A. Bandiwan

District of Sablan

- 1 Loida L. Carame
- 2 Lavi C. Pistula
- 3 Graziella M. Argate

District of Tublay

- 1 Glory L. Arciso
- 2 Angelita A. Laoyan
- 3 Ellaine E. Besitan