



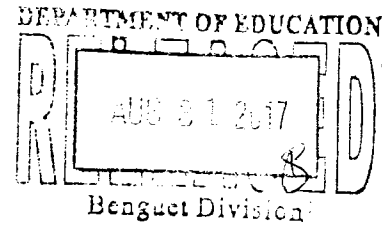
Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
**Cordillera Administrative Region**  
**SCHOOLS DIVISION OFFICE OF BENGUET**  
 Wangal, La Trinidad, Benguet 2601



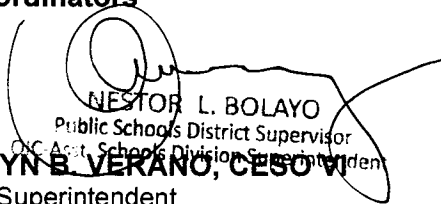
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August 30, 2017

**DIVISION MEMORANDUM**  
 No. 180, s. 2017



**TO: SGOD and CID Chiefs**  
**All PSDS and District Coordinating Principals**  
**District ICT Coordinators**  
**School ICT Coordinators**  
**All Concerned**

  
 NESTOR L. BOLAYO  
 Public Schools District Supervisor  
 OIC Asst. Schools Division Superintendent

**FROM: MARIE CAROLYN B. VERANO, CESO V**  
 Schools Division Superintendent

**SUBJECT: Cascading of the "IT Sustainability and Literacy Course" Training-Workshop**

1. The PLDT Employees Credit Cooperative (PECCI) conducted a Training-Workshop last July 14 to 16, 2017 entitled "IT Sustainability and Literacy Course" which were attended by ten (10) participants from the District of Atok. As a requirement of PECCI, the participants are required to conduct a cascading of the Training-Workshop.
2. The live out Training-Workshop will be conducted on September 12 to 14, 2017 and to be held at H100 Ecolodge Hotel, Magsaysay Ave., Baguio City.
3. The identified participants per district shall be attended by two participants either the District and/or two School ICT coordinator:

| <b>District</b> | <b>Participants</b>                     | <b>District</b> | <b>Participants</b>                     |
|-----------------|---|-----------------|---|
| Atok            | Divina Fermin<br>Clara Teofilo          | Kibungan        | Elizalde Dao-anis<br>Concepcion Dayagan |
| Bakun           | Oliver Ngiwas<br>Sajalyn Labinio        | Kapangan        | Francisco Contero<br>Jim Balangcod      |
| Bokod           | Franco Agadan<br>Joefrey Duyao          | La Trinidad     | Harold Bacuso<br>Vivian Butz            |
| Buguias         | Jocelyn Pilas<br>Leah Supanga           | Mankayan        | Eleuterio Tegan<br>Nelson Bang-as       |
| Itogon I        | Melanie An Napeek<br>Jinsen Paul Martin | Sablan          | Miraflor Tanas<br>Loida Carame          |
| Itogon II       | Emelda Amancio<br>Miriam Maggayam       | Tuba            | Bernadette Bialno<br>Dennis Bangala     |
| Kabayan         | Dominic Clabson<br>Wilber Gondales      | Tublay          | Glory Arciso<br>Ellaie Besitan          |

4. Participants are required to bring their own laptops/netbooks, extension cords and writing materials. It is also advised that their laptops/netbooks Operating System should be up-to-date and at least installed with MS Office version 2013 or higher.
5. Participants are expected to be at the venue on Day one at 8:00 AM. First meal will be AM snack on Day one while last meal will be PM snack on Day three. Training materials, meals and snacks of participants and facilitators during the 3-day training shall be charged against SDO-HRD funds while transportation and other incidental expenses shall be charged to their local funds, all funds are subject to the usual accounting and auditing rules and regulations.
6. For more information or queries please contact Mr. Eric S. Wanson at 0929-688-4433 or email at [eric.wanson@deped.gov.ph](mailto:eric.wanson@deped.gov.ph).
7. Immediate dissemination of this memorandum to all concerned is desired.