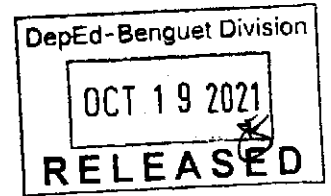




Republic of the Philippines
Department of Education
Schools Division of Benguet



October 18, 2021

DIVISION MEMORANDUM

No. 410 s. 2021

**TO: Public Schools District Supervisor
Elementary and Secondary Schools Heads
Elementary and Secondary Teachers
All Others Concerned**

**TRAINING-WORKSHOP AND QUALITY ASSURANCE OF
KINDERGARTEN AND GRADE 1 DIGITIZATION USING POWERPOINT AND
CLASSPOINT**

1. Relative to the implementation of Basic Education-Learning Continuing Plan (BE-LCP) the Curriculum Implementation Division in collaboration with Human Resource Development Section and Information and Communication Technology Unit will conduct series of online and face to face **TRAINING-WORKSHOP AND QUALITY ASSURANCE OF KINDERGARTEN AND GRADE 1 DIGITIZATION USING POWERPOINT AND CLASSPOINT**. *(Please see enclosure 1- Timeline)*
2. The activity aims to prepare, develop and digitize interactive learning resources for kinder and grade 1 using power point and classpoint.
3. Identified participants shall be relieved from their regular tasks during the scheduled developments and quality assurance. Contingency measures must be implemented to ensure the continuity of learning delivery.
4. The identified participants will receive service credit during Holidays, Saturday and Sunday while preparing the interactive learning resources.
5. Attached are the following documents for guidance and reference.
 - a. Enclosure 1: Timeline
 - b. Enclosure 2: Activity Matrix
 - c. Enclosure 3: List of the Course Team
6. Observation of health and safety protocols like wearing of facemask, face shields, physical distancing, disinfection and handwashing during the duration of the activity must be strictly observed.




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7. Participants are requested to bring their laptop with mouse, extension cords, wifi modem (if available), Pentab (if available).
8. Meals and snacks during face to face training shall be charged against HRTD Fund while travel expenses will be charged against local funds subject to usual accounting and auditing rules.
9. For inquiries, please contact the Curriculum Implementation Division- Learning Resource Management Section, attention: Sonia D. Dupagan- EPS- Learning Resources at email address sonia.dupagan@deped.gov.ph or Antionette D. Sacyang-PDO-II- Learning Resources at email address antionette.sacyang@deped.gov.ph.
10. Immediate dissemination and compliance of this memorandum is enjoined.


GLORIA B. BUYA-AO
Schools Division Superintendent

Encl.: As stated
CID/LRMS/ADS



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