



Republic of the Philippines  
Department of Education  
Region V (Bicol)  
**SCHOOLS DIVISION OFFICE OF CATANDUANES**  
Virac, Catanduanes



catanduanes@deped.gov.ph / catanduanesdkt15@gmail.com  
www.deped.gov.ph/catanduanes.com (052)811-4063

**DIVISION MEMORANDUM**  
No. 363 s. 2019

**RELEASED**

Records Section  
OCT 11 2019  
Signature: *[Handwritten Signature]*

**TO:** CID & SGOD Chiefs  
SDO Section/Unit Heads/Personnel  
Education Program Supervisors  
Public Schools District Supervisors  
Secondary School Heads Concerned  
Designated School ICT Coordinators (SHS) Concerned  
All other Concerned

**FROM:** *[Handwritten Signature]* **DANILO E. DESPI**  
Schools Division Superintendent

**SUBJECT:** OFFICE 365 EMPOWERMENT TRAINING-WORKSHOP FOR SENIOR HIGH SCHOOL TEACHERS

**DATE:** October 11, 2019

As part of its Microsoft Office 365(O365) Empowerment Program, the **Information and Communications Technology Service (ICTS)** in partnership with Microsoft Philippines will hold a series of O365 Empowerment Training-Workshops for Senior High School (SHS) Teachers on **October 21-26, 2019**(venue to be announced later). This workshop series aims to provide attendees a better understanding on the integration of O365 and various ICT tools in classroom practices for better teaching and learning outcomes.

In relation to this, the following **Senior High School Teachers** will attend the said training-workshop and advised to fill out the online registration form by accessing the link: <http://bit.ly/TrainingWorkshops-SHSTeachers> until **October 15, 2019 (11:59PM)**:

NAME	POSITION	SCHOOL
1. Kristoffer Tariman	Teacher-I	Antipolo NHS
2. Myda T. Tubice	Teacher-III	Baras RDHS
3. Mark Lester T. Padilla	Teacher-II	Cabugao IS
4. Leo Tuplano Jr.	Teacher-I	Caramoran SF
5. Jun Carlo A. Tapel	Teacher-II	CNHS
6. Maricon Parro	Teacher-II	Hawan NHS
7. Olga Manlagnit	Teacher-II	Mayngaway NHS
8. Avegail T. Valeza-Padilla	Teacher-I	Panganiban NHS(CAIC)
9. Gladys B. Canada	Teacher-III	SAVS
10. Ricky A. Dela Cruz	Teacher-II	Gigmoto RDHS
11. Emil T. Rojas	Teacher-I	Caramoran RDHS
12. Maria Corazon B. Acantilado	Teacher-III	Viga RDHS

Travel and other incidental expenses shall be charged to Regional Office (DCP 2018 Funds) subject to existing accounting and auditing rules and regulations.

Should you have any queries or concerns, you may contact CP#09208779674/  
[jennifer.metica@deped.gov.ph](mailto:jennifer.metica@deped.gov.ph)

For information, guidance and compliance.