



Republic of the Philippines
Department of Education
Region V – Bicol

TANGGAPANG PANSANGAY NG CATANDUANES

6 September 2024

DIVISION MEMORANDUM

No. 424 s. 2024

COORDINATION MEETING WITH THE DISTRICT AND SELECTED SCHOOL ICT COORDINATORS/DIVISION DCP TECHNICAL TEAM FOR DEPED COMPUTERIZATION PROGRAM(DCP) AND OTHER IT RELATED CONCERNS (3rd Quarter)

**TO : Assistant Schools Division Superintendent
SDO Chiefs, Unit Heads
Education Program Supervisors
Public Schools District Supervisors
School Heads
District/School ICT Coordinators
All Others Concerned**

1. Please be informed of the Coordination Meeting with the District and Selected ICT Coordinators for DepEd Computerization Program(DCP) and other IT related concerns on **September 14, 2024** at Raj Inn, Virac, Catanduanes with the following topics/reports which will be presented by the District/School ICT Coordinators during the meeting:
 - a. Status of the delivered IT packages (DCP FY 2020, 2021 & 2022);
 - b. Readiness of DCP Recipient Schools (DCP FY 2023 & 2024)
 - c. Current status of the DCP Packages, E-classroom and IT related programs/projects implemented in schools;
 - d. Submission of IT related reports; and
 - e. Other IT related concerns provided in Teams group of School ICT Coordinators.
2. Enclosed are the List of Participants and the Program of Activities. Since the activity falls on Saturday, participants are entitled of a one(1) day Service Credit/COT per CSC & DBM Joint Circular No. 2 s. 2014. In case the listed participants is not available to attend the meeting, please inform the ICTU two(2) days before the said activity.
3. Travel and other expenses related to this activity shall be charged to school MOOE while the venue and meals (am and pm snacks, lunch) shall be charged to DCP PSF Fund subject to the usual accounting rules and regulations.
4. For information and compliance.

CECILE C. FERRO CESO VI

Assistant Schools Division Superintendent
Officer-In-Charge

Office of the Schools Division Superintendent

Meeting/OSDS-ICTU
09/05/2024/jbm



San Roque, Virac, Catanduanes

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PROGRAM OF ACTIVITIES

**COORDINATION MEETING WITH THE DISTRICT AND SELECTED SCHOOL ICT COORDINATORS/DIVISION DCP TECHNICAL TEAM FOR DEPED COMPUTERIZATION PROGRAM(DCP) AND OTHER IT RELATED CONCERNS (3rd Quarter)
September 14, 2024 / Raj Inn, Virac, Catanduanes**

Time	Activities	In-Charge/Facilitator
7:30 – 8:20	Arrival of Participants	Facilitator
8:21 – 9:00	Preliminaries/Opening Program	Facilitator
	Message	Cecile C. Ferro CESO VI Asst. Schools Division Superintendent OIC- Office of the SDS
9:01 – 10:00	ICT Updates (DCP, DepEd Accounts, Google and Microsoft Accounts, Adobe Creative Cloud Licenses)	Jennifer B. Metica Information Technology Officer-I
10:01 – 12:00	Presentation of the Status of ICT Packages under DCP and other IT related reports	District/School ICT Coordinator (Secondary)
12:01 – 1:00	LUNCH BREAK	
1:01 – 4:00	Presentation of the Status of ICT Packages under DCP and other IT related reports	District/School ICT Coordinator(Elementary)
4:01 – 5:00	Clearing House/ Closing	Facilitator

LIST OF PARTICIPANTS

No.	NAME	District/Zone	School/Office	Designation
1	JERICK MANLAGNIT	Virac	Calatagan HS	Team Leader for Zone 1(Virac, San Andres)
2	JEROME TINDUGAN	Virac	Buyo IS	DCP Technical Team
3	ALVIN JOSEF SOLIVERES	San Andres West	SAVS	DCP Technical Team
4	LEO TUPLANO JR.	Baras	Baras RDHS	DCP Technical Team
5	RENE ROMERO	Bato	Bato RDHS	DCP Technical Team
6	MARK LESTER PADILLA	Bato	Cabugao IS	DCP Technical Team
7	CATHERINE DE LEON	San Miguel	San Miguel RDHS	DCP Technical Team
8	RALPH DOLORES	Viga	San Jose NHS	Team Leader for Zone 3(Bagamanoc, Viga, Panganiban)
9	JERSON J. PASUENGOS	Panganiban	Panganiban NHS-CAIC	DCP Technical Team
10	RENE SAMAR	Viga	Viga RDHS	DCP Technical Team
11	VICENTE COMIDA	Pandan	Pandan CES	DCP Technical Team
12	WILFRED VILLAFLO	Bagamanoc North	Bugao CES	District ICT Coordinator
13	RICHELLE BRAGAIS	Bagamanoc South	Bagamanoc CES	District ICT Coordinator
14	RHEA TANAEL	Baras North	San Miguel ES	District ICT Coordinator
15	LIEZL VARGAS	Baras South	Moning ES	District ICT Coordinator
16	PAUL XAVIER TEJERERO	Bato East	Bato Central ES	District ICT Coordinator
17	RACEL KAY ARSENO	Bato West	Sibacungan ES	School ICT Coordinator
18	SHYNE BALOLOY	Caramoran North	Caramoran CES	District ICT Coordinator
19	NESSIE FRONDOZO	Caramoran South	Datag CES	District ICT Coordinator
20	CHITO CARRANZA	Gigmoto	Sioron ES	District ICT Coordinator
21	REA CASTILLA	Pandan East	Baldoc ES	District ICT Coordinator
22	EMMA LYNN GIANAN	Pandan West	Oga ES	District ICT Coordinator
23	MARITES SOLANO	San Andres West	Cabcab CES	District ICT Coordinator
24	JENNIFER MANLAGNIT	San Andres West	Agojo ES	School ICT Coordinator
25	ROSA AUSTERO, JRA.	San Miguel North	Mabato CES	District ICT Coordinator
26	MARY ANN TINDUGAN	San Miguel South	San Juan ES	District ICT Coordinator
27	KRISTINE LIMPANGOG	Viga East	Buenavista ES	District ICT Coordinator
28	ROSEMARIE BUENDIA	Viga West	Quezon ES	District ICT Coordinator
29	JAKE SARMIENTO	Virac North	VPES	District ICT Coordinator
30	ELMA TARNATE	Virac South	Palinab ES	School ICT Coordinator
31	NESSLY PANTI	Virac South	Batag ES	School ICT Coordinator
32	ARIEL VALLEDOR	Panganiban	Cabuyoan ES	School ICT Coordinator
33	DONNEL USERO	Panganiban	Panganiban NHS	School ICT Coordinator
34	APRIL MOLINA	Gigmoto	Sicmil IS	School ICT Coordinator
35	Wennilyn Sacris	San Miguel North	Paraiso IS	School ICT Coordinator
36	JONEL SOCAO	San Andres East	Lictin IS	School ICT Coordinator
37	LIZA JOSON	San Miguel North	Mabato NHS	School ICT Coordinator
38	Mary Glor I. Bonaobra	Virac North	CNHS	School ICT Coordinator
39	JENNIFER B. METICA	SDO-ICTU		ITO
40	JOHN BRYAN LAGUDA	SDO-ICTU		IT Staff