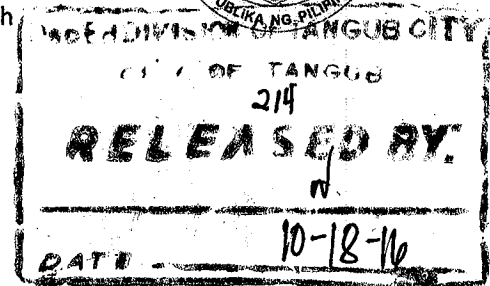
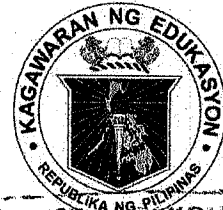


Republic of the Philippines
Department of Education
Region X
DIVISION OF TANGUB CITY
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Division Memorandum

No. **208**, s. 2016

TO: Principals, Head Teachers
School ICT Coordinators
both Elementary and Secondary Schools

FROM: **VICTORIA V. GAZO, Ph.D., CESO V**
Schools Division Superintendent

SUBJECT: **ICT LITERACY TRAINERS' TRAINING**

DATE: October 18, 2016

1. In line with the Department's mandate to conduct ICT Literacy to the schools, a three-day division training for School ICT Coordinators will be conducted in order to prepare them delivering ICT Literacy to their fellow teachers on October 26-28, 2016 at The Golden D Inn, Lam-an, Ozamiz City.
2. The orientation workshop aims to:
 - a. To train ICT Coordinators on how to deliver ICT Literacy training to teachers
 - b. Provide updates on the use of information and communication technologies for effective teaching.
 - c. Submit Implementation Plan for INSET in the school level.
3. Participants to these training are the designated School ICT Coordinator of every school in both public elementary and secondary.
4. Each participant is expected to bring laptop, mobile wifi and extension wire.
5. Participants are also requested to submit their names for the preparation of certificates to this office not later October 20, 2016 through this email tangub.city@deped.gov.ph.
6. Traveling expenses of the participants are chargeable against school MOOE Fund while meals and board and lodging of the participants are chargeable against ICT Fund subject to the usual accounting and auditing rules and regulations.
7. Immediate and wide dissemination of this Memorandum is desired.