



Republic of the Philippines  
Department of Education  
Region VII, Central Visayas  
**DIVISION OF CEBU PROVINCE**  
IPHO Building, Sudlon, Lahug, Cebu City



December 19, 2014

Division Memorandum  
No. **699** s. 2014

**ORIENTATION/SEMINAR-WORKSHOP OF MUNICIPAL AND DISTRICT  
ICT COORDINATORS OF RECIPIENT SCHOOLS OF THE DEPED  
COMPUTERIZATION PROGRAM ON THE UTILIZATION  
OF E-CLASSROOM PACKAGE**

To: Assistant Superintendent  
Education Supervisors/Coordinators  
District Supervisors/OICs  
Elementary and Secondary School Heads

1. This Office announces the conduct of an **Orientation/Seminar-Workshop of Municipal and District ICT Coordinators of Recipient Schools of the DepEd Computerization Program (DCP) on the Utilization of e-Classroom Package** on December 22 and 23, 2014 at Golden Prince Hotel and Suites, Acacia Street, Cebu City.
2. Participants to this activity are the District and Municipal ICT Coordinators with designation signed by the Schools Division Superintendent. No proxy is allowed.
3. Board and lodging of training staff and participants shall be chargeable against **DCP Funds**, while travelling expenses shall be chargeable against **local school MOOE/PTA funds**, subject to the usual auditing and accounting rules and regulations.
4. Participants are requested to bring laptop.
5. This Memorandum serves as Authority to Travel.
6. Immediate dissemination of and strict compliance with this Memorandum is directed.

  
**ARDEN D. MONISIT, Ed. D.**  
Schools Division Superintendent

Telephone Numbers:  
Schools Division Superintendent: (032) 255-6405  
Asst. Schools Division Superintendent: (032) 4147457  
Accounting Section: (032) 254-2632  
Disbursing Section: (032) 255-4401

Website : [www.depedcebuprovince.com](http://www.depedcebuprovince.com)  
E-mail Add : [depedcebuprovince@yahoo.com](mailto:depedcebuprovince@yahoo.com)