



September 23, 2016

Division Memorandum
No. 569, s. 2016

**THREE-DAY TRAINING WORKSHOP OF ALL MUNICIPAL
AND DISTRICT ICT COORDINATORS**

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

1. This Office announces the conduct of the **Three-Day Training Workshop of All Municipal and District ICT Coordinators** to be conducted on **September 27 to 29, 2016** at **DepEd-Ecotech Center, Sudlon, Lahug, Cebu City**.
2. Each participant is required to bring laptop.
3. The **Philippine Long Distance Telecommunications (PLDT) Company** takes charge of the board and lodging expenses of participants for the first two days (September 27 and 28, 2016), while the 3 days venue rental and board and lodging expenses for the third day (September 29, 2016) shall be chargeable against the **Division INSET Funds**. Travelling and other incidental expenses shall be chargeable against local school MOOE/SEF/PTA funds, subject to the accounting and auditing rules and regulations.
4. This Memorandum serves as Authority to Travel.
5. Immediate and wide dissemination of this Memorandum is directed.


RHEA MAR A. ANGTUD, Ed.D., CESQ VI
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
E-mail Add : depedcebuprovince@yahoo.com