



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



November 10, 2017


**DIVISION MEMORANDUM**

No. 758 s., 2017

**SKILLS ENHANCEMENT TRAINING ON COMPUTER SYSTEMS SERVICING NC-II (CSS-NC II) AND STRUCTURED CABLING**

**TO: Assistant Division Superintendents  
Education Supervisors/Coordinators  
District Supervisors/OIC  
Elementary and Secondary School Heads  
All Others Concerned**

1. Attached herewith is the Regional Memorandum No. 0847, s. 2017 dated November 7, 2017 and a letter of Engr. Andres L. Ralota Jr. President, Technical-Vocational Training and Assessment Academy, Inc. (VocTech), inviting the TLE/TVE & TVL Teachers, Science Teachers, Principals, and Supervisors to attend the skills enhancement training on Computer Systems Servicing NC-II (CSS NC-II) on November 13-18, 2017 and Structured Cabling on November 28, 2017 at VocTech, 2<sup>nd</sup> Floor BAI Center, Cebu South Road, Basak, San Nicolas, Cebu City.
2. For more information, please refer to the attached communication.
3. Immediate dissemination of this Memorandum is desired.

  
RHEA MAR A. ANGTUD, Ed.D., CESO VI  
Schools Division Superintendent

*m. Mendoza*

*2024919A*



REPUBLIKA NG PILIPINAS  
REPUBLIC OF THE PHILIPPINES  
KAGAWARAN NG EDUKASYON  
DEPARTMENT OF EDUCATION  
**REHIYON VII, GITNANG VISAYAS**  
REGION VII, CENTRAL VISAYAS  
Sudlon, Lahug, Cebu City



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REGIONAL MEMORANDUM

No. 0867 s. 2017

**SKILLS ENHANCEMENT TRAINING ON COMPUTER SYSTEMS SERVICING NC-II (CSS NC-II)  
AND STRUCTURED CABLING**

To: Schools Division Superintendents

- Attached is a letter from **ENGR. ANDRES L. RALOTA, JR.**, President, Cebu Technical-Vocational Training and Assessment Academy, Inc. (VocTech), inviting the TLE/TVE & TVL teachers, Science teachers, principals and supervisors to attend the skills enhancement training on **Computer Systems Servicing NC-II (CSS NC-II)** on November 13 - 18, 2017 and **Structured Cabling** on November 28, 2017 at VocTech, 2<sup>nd</sup> Floor, BAI Center, Cebu South Road, Basak, San Nicolas, Cebu City. This training is in coordination with VocTech, a TESDA accredited on Solar Panel Installation and Maintenance as well as institutions that need to expand their K - 12 Technical Vocational Program.
- For more details, refer to the attached communication.
- A registration fee of Three Thousand (Php 3, 000.00) Pesos shall be charged to each participant for **Computer Systems Servicing NC-II (CSS NC-II)**, and One Thousand Six Hundred Eighty Five (Php 1, 685.00) Pesos shall be charged to each participant for **Structured Cabling** to defray expenses for snacks & lunch, handouts, training kit, consumables, and training certificate. Registration fee, traveling, food (breakfast & dinner), board & lodging and other incidental expenses incurred by the participants are chargeable against Division/Local funds, School MOOE, SEF and other sources of funds subject to its availability and to the usual accounting and auditing rules and regulations.
- This Memorandum serves as Travel Order.
- Immediate dissemination of this Memorandum to all concerned is desired.

*J. Jeruta*  
**JULIET A. JERUTA, Ph. D., CESO V**  
 Director III  
 Officer in - Charge

JAJ/FYA/EBE/jr/vv  
CLMD'17

Office of the Director (ORDir), Tel. Nos.: (032) 231-1433; 231-1309; 414-7399; 414-7325; Office of the Assistant Director, Tel. No.: (032) 255-4542  
 Field Technical Assistance Division (FTAD), Tel. Nos.: (032) 414-7324 Curriculum Learning Management Division (CLMD), Tel. Nos.: (032) 414-7323  
 Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1071 Human Resource Development Division (HRDD), Tel. No.: (032) 255-5239  
 Education Support Services Division (ESSD), Tel. No.: (032) 254-7062 Planning, Policy and Research Division (PPRD), Tel. Nos.: (032) 233-9030;  
 414-7065 Administrative Division, Tel. Nos.: (032) 414-7326; 414-4367; 414-7366; 414-7322; 414-4367  
 Finance Division, Tel. Nos.: (032) 256-2375; 253-8061; 414-7321

*" EGA 2015: Kawapatan ng Lahat, Pananagutan ng Lahat "*

October 24, 2017

JULIET A. JERUTA, PhD, CESO V  
Director III  
Officer-in-Charge  
Department of Education – Region VII  
Ecotech Rd., Sudlon, Lahug, Cebu City

ATTENTION: DR. ROLAND V. VILLEGAS  
Education Program Supervisor in TLE, TVE, & EPP

Dear Dr. Jeruta:

Cebu Technical Vocational Training and Assessment Academy, Inc. (VocTech) is happy to announce that we will have the following training programs scheduled for the month of November, 2017 as follows:

COURSE	DATE	DURATION/TIME	COURSE FEE/ PARTICIPANT
CCTV Design & Installation	Nov. 7, 2017	8:00am – 5:00pm	PhP 1,685
Skills Enhancement Program in Animal Production	Nov. 13, 14, & 15, 2017	3 Days 8:00am – 5:00pm	PhP 4,000
Computer Systems Servicing NC II (CSS) Enhancement Program	Nov. 13, 14, 15, 16, 17 Nov. 18– Assessment Day	5 Days 8:00am – 5:00pm	PhP 3,000
Skills Enhancement Program in Horticulture	Nov. 15, 16, & 17, 2017	3 Days 8:00am – 5:00pm	PhP 4,000
CCTV Design & Installation	Nov. 20, 2017	8:00am – 5:00pm	PhP 1,685
Structured Cabling	Nov. 21, 2017	8:00am – 5:00pm	PhP 1,895
Skills Enhancement Program in Organic Agriculture	Nov. 22, 23, & 24, 2017	3 Days 8:00am – 5:00pm	PhP 4,000
Structured Cabling	Nov. 28, 2017	8:00am – 5:00pm	PhP 1,685
Solar PV Training Course 1	Nov. 29 & 30, 2017	2 Days 8:00am – 5:00pm	PhP 8,000 PhP 7,000 (Group of 5)
Solar PV Training Course 2	Dec. 1 & 2, 2017	2 Days 8:00am – 5:00pm	PhP 8,000 PhP 7,000 (Group of 5)

We would like to invite the Department of Education (DepEd) teachers, particularly those handling the Technical-Vocational-Livelihood Track to participate in any of the programs above. Our training sessions are meticulously planned by our trainers and are designed in a manner geared toward the maximization of efficiency.


We wish to have a meeting with you to discuss further our proposal on a date most convenient to you. Please let us know on when is the best date and time to visit your office. We hope to have a positive response from you. You may contact us at (032) 4175254 or 0933 345 5013 or you may email us at [mail@voctech.edu.ph](mailto:mail@voctech.edu.ph)

Thank you very much.

Very truly yours,

  
Pedro V. Sandoval Jr.  
VP – Operations & Finance

Noted by:

  
Andres I. Ralota Jr.  
President