

Republic of the Philippines

Department of Education

REGION VIII - EASTERN VISAYAS

April 4, 2023

OFFICE MEMORANDUM

No.

198

, s. 2023

CORRIGENDUM AND ADDENDUM TO OFFICE MEMORANDUM NO. 108, s. 2023, RE: "MAXIMIZING THE UTILIZATION OF ICT IN THE DELIVERY OF DEPED SERVICES (BATCH 2)"

To: Regional Office Division Chiefs

Section/Unit Heads All Others Concerned

- 1. In reference to Office Memoranda Nos. 044 and 108, series of 2023, dated January 26, 2023 and March 1, 2023, respectively, re: **Maximizing the Utilization of ICT in the Delivery of DepEd Services (Batch 2)**, this Office, through the Human Resource Development Division, announces the resetting of the schedule for **Batch 2 (Group A)** from **April 4-6, 2023** to **May 2-4, 2023**:
- 2. In addition, the venue of this activity shall be at RELC Training Hall, DepEd Regional Office VIII Compound, Government Center, Candahug, Palo, Leyte.
- 3. All other provisions in the aforementioned Memorandum, consistent with this issuance, shall remain in force and effect.
- 4. Immediate dissemination of and compliance with this Memorandum are desired.

EVELYN R. FETALVERO, CESO III

Regional Director

HRDD- CPDA





DepEd RO8 ATA-F22 (CY2018-v03-r00)

Page 1 of 1



Republic of the Philippines

Department of Education

REGION VIII - EASTERN VISAYAS

March 1, 2023

OFFICE MEMORANDUM

No.

108

, 9 2023

UPDATES ON THE CONDUCT OF THE TRAINING ENTITLED "MAXIMIZING THE UTILIZATION OF ICT IN THE DELIVERY OF DEPED SERVICES (BATCH 2)"

To: Regional Office Division Chiefs Section/Unit Heads All Others Concerned

1. In reference to Office Memorandum No. 044, s 2023, dated January 26, 2023 re: **Maximizing the Utilization of ICT in the Delivery of DepEd Services (Batch 2)**, this Office, through the Human Resource Development Division, announces the resetting of the schedule from **March 1 – 3, 2023** to the following dates at the venue to be announced in a separate Memorandum:

Lot Number	Date	
Batch 2 (Group A)	April 4-6, 2023	
Batch 2 (Group B)	May 9-11, 2023	

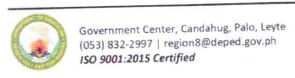
- The participants for each group shall be twenty (20) Regional Office personnel with identified priority learning needs/ competency gaps in ICT based from the Regional Office Learning Plan.
- All other provisions in the aforementioned Memorandum, consistent with this issuance, remain in force and effect.
- Immediate dissemination of and compliance with this Memorandum are desired.

EVELYN R. FETALVERO, CESO IV

Regional Director



HRDD- CPDA







Republic of the Philippines

Department of Education

REGION VIII - EASTERN VISAYAS

January 26, 2023

OFFICE MEMORANDUM
No. 0 4 4 , 3. 2023

MAXIMIZING THE UTILIZATION OF ICT IN THE DELIVERY OF DEPED SERVICES (BATCH 2)

To: Regional Office Division Chiefs Section/Unit Heads All Others Concerned

- 1. This Office, through the Human Resource Development Division (HRDD), shall conduct a formal training addressing the technical competency gaps of the regional office personnel entitled Maximizing the Utilization of ICT in the Delivery of DepEd Services (Batch 2), on March 1-3, 2023 at RELC NEAP-R, DepEd RO VIII Compound, Government Center, Candahug, Palo, Leyte.
- The activity aims to enhance the knowledge, skills and attitudes (KSAs) of the non-teaching personnel on ICT that will enable them to the deliver efficient and effective services in the office.
- 3. The participants to this activity are 40 regional office personnel with identified priority learning need/ competency gaps in ICT based from their individual development plan.
- In order for the participants to actively participate in the various sessions, they are required to bring laptop and extension cord.
- Incurred expenses during the conduct of this activity such as meals, snacks, venue rental and training materials shall be charged to Organizational and Professional Development for Non-Teaching Personnel (OPDNTP) fund subject to usual accounting and auditing rules and procedures.

 Immediate dissemination of and compliance with this Memorandum are desired.

EVELYN R. FETALVERO, CESO IV

HRDD- CPDA

044

DepEd ROS ATA-F22 (CY2018-v03-r00)

Page 1 of 2

I EAD

Government Center, Candahug, Palo, Leyte (053) 832-2997 | region8@deped.gov.ph ISO 9001:2015 Certified

MAXIMIZING THE UTILIZATION OF ICT IN THE DELIVERY OF **DEPED SERVICES (BATCH 2)**

March 1-3, 2023

RELC NEAP-R, DepEd Regional Office VIII Compound, Government Center, Palo

Activity Matrix

Time/Day	Day 1	Day2	Day3
8:30AM - 9:00AM	Opening Program	Management of Learning	Management of Learning
9:00AM - 12:00NN	Preliminary Session: Leveling of Expectations Session 1: Essentials of MS Word Princess Jessica A. Pontillas Teacher II, Leyte	Session 3: Intermediate Course on MS Excel Noel L. Tambis Teacher III, Leyte	Session 4: Collab with Publisher Clark Dave P. Arante EPS II, RO
12:00NN- 1:00PM	LUNCH		
1:00PM- 2:30PM	Session 2: A Closer Look at MS Outlook Gino S. Tanala Teacher II, Leyte	Session 3: Bridging the Gap with MS Teams Lanilo A. Macalla Principal II, Leyte	Session 5: Online Office App Roderick R. Cabato ICTO, Samar
3:30PM - 5:00PM			Closing Program

Prepared by:

CLARK DAVE P. ARANTE

Education Program Specialist II

Noted by:

ALEJANDRA B. LAGUMBAY PhD

HRDD Chief