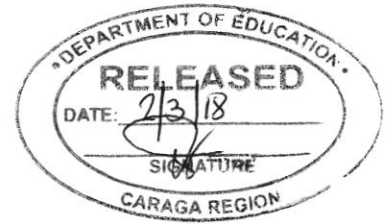




January 31, 2018

REGIONAL MEMORANDUM:

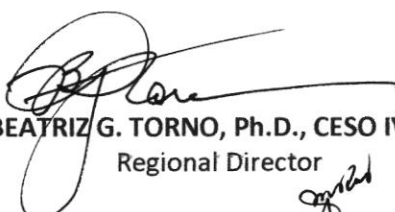
No. 073 s. 2018



PRE-WORKSHOP ACTIVITY FOR NATIONAL ICT SUMMIT
CUM IT OFFICERS CONSULTATIVE MEETING

To: Schools Division Superintendents
Division IT Officers
This Region

1. As part of the preparations for the DepEd National ICT Summit, the ICT Unit of DepEd Caraga will hold a **Pre-Workshop activity for National ICT Summit Cum IT Officers Consultative Meeting on February 8-10, 2018 at Almont Inland Resort, Butuan City.**
2. The goal of this activity is for the participants to:
 - Have a clear understanding of the details of the ICT National Summit and its objectives.
 - Identify and agree on the outputs of the National Summit that is expected of them.
 - Review and provide inputs for the improvement of DepEd Caraga Best ICT Innovation entries.
 - Address their concerns and issues in preparation to National Summit.
3. The participants of this activity include the **Regional ICT Unit Personnel**, selected **Education Program Supervisors** from the Regional Office, **12 Division ITOs**, and three (3) representatives from **Bayugan National Comprehensive High School** and **Division of Bislig City** who were declared as winners during the recently conducted Best ICT Innovation Awards last November 2017.
4. Also, since the last day of the activity falls on Saturday, the participants who are teaching personnel shall be entitled to a 1-day service credit in accordance with DepEd Order No. 53, s., 2003 entitled Updated on the grant of Vacation Service Credits to teachers. On the other hand, non-teaching personnel including the management staff shall be provided with 1.5 days Compensatory Time -Off (CTO) as per Service Commission (SCS) and Department of Budget and Management (DBM) Joint Circular No. 2 s., 2004 on Non- Monetary Remuneration for Overtime Service Rendered.
5. Board and lodging shall be charged to ICT Summit fund with OSEC # 13-17-6635 and Travel expenses of the participants shall be charged against the local funds subject to the usual accounting and auditing rules and regulations.
4. Immediate dissemination of this memorandum is highly enjoined.


BEATRIZ G. TORNO, Ph.D., CESO IV
Regional Director