



Republic of the Philippines
Department of Education
REGION XII
SCHOOLS DIVISION OF SOUTH COTABATO

Office of Schools Division
Superintendent

14 Sept 2023

DIVISION MEMORANDUM
OSDS No. **120**, s. 2023

COORDINATION MEETING OF REGIONAL AND DIVISION INFORMATION
TECHNOLOGY OFFICERS OF THE DEPARTMENT OF EDUCATION REGION 12

To: Public Schools District Supervisors/Principals In-Charge
Public Elementary and Secondary School Heads
District and School ICT Coordinators
All Others Concerned

1. In reference to the Regional Memorandum ORD-2023-036 titled **“Coordination Meeting of Region and Division Information Technology Officers”**, the Regional Information and Communications Technology Unit (ICTU) of this region will conduct a coordination meeting of all division Information Technology officers together with region Information Technology officer on November 8-10, 2023, at Centro Resort, Lake Sebu, South Cotabato to discuss issues and concerns pertaining to ICT. This will strengthen the implementation of DepEd Computerization Program, Microsoft 365 Accounts, DepEd DERPS and other local and national ICT-related programs and projects. This activity will be hosted by the Division of South Cotabato.
2. Participants to this activity are the Regional and Division IT Officers and their respective teams as stated in the region memo.

Region/Division	Number of Pax
Regional Office	5
Cotabato Division	3
Sultan Kudarat Division	3
Sarangani Division	3
General Santos City Division	3
Kidapawan City Division	3
Koronadal City Division	3
Tacurong City	3
South Cotabato Division	4
Total	30

SDOSC-OSDS-DIO-NM-v3.0r0.0, effective 04/06/2020



Address: Alunan Avenue, Koronadal City, South Cotabato 9506
Telephone Number: (083)228-3801
Email Address: south.cotabato@deped.gov.ph





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3. With this, the following personnel are advised to report to the venue on on November 8-10, 2023 to help facilitate and serve as secretariat in the conduct of the said activity.

- a. Nathaniel Ian C. Santillan – ADAS ICT Division Office
- b. Sherwin J. Narciso – ICT Coordinator/ Tech Team– Edwards NHS
- c. Rolly O. Agadia – ICT Coordinator/ Tech Team – Maan NHS

4. In observance of and compliance with DepEd Order No. 34, s. 2022 entitled School Calendar and Activities for the School Year 2023-2024, the school heads, shall ensure that a teacher will take over the class in the absence of their respective teaching personnel who will attend in this activity to prevent disruption of classes.

5. Transportation and other incidental expenses of the Division ICT secretariat and other personnel concerned are chargeable against DCP funds, division MOOE or school MOOE subject to the usual accounting and auditing rules and procedures.

6. For any inquiry regarding the memorandum, personnel concerned are advised to contact Mr. Vincent P. Celda, IT Officer I or any ICT Unit staff through telephone no. 228-2396 from 8 am to 5 pm only or send email using the email add: ictu.southcotabato@deped.gov.ph.

7. Immediate dissemination of this memorandum is directed.

LEONARDO M. BALALA, CESE
Schools Division Superintendent

By the Authority of the Schools Division Superintendent

RONALD JIM S. SOMERA
Administrative Officer V

VPC/DM-region 12 coordination meeting 2023
0000/September 14, 2023

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