



Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF NUEVA VIZCAYA

08 AUGUST 2023

DIVISION MEMORANDUM

No. 204, s. 2023

**DISTRIBUTION OF TABLETS AND VIRTUAL ORIENTATION ON THE USE OF
LEARNING MANAGEMENT SYSTEM INSTALLED IN THE PROCURED TABLETS**

To : Office of the Assistant Schools Division Superintendent
Chief ES-Curriculum Implementation Division
Chief ES-School Governance and Operations Division
Education Program Supervisors
Public Schools District Supervisors/District In-Charge
Heads, Public Elementary and Secondary Schools
Division Supply Officer
All others concerned

1. This Schools Division Office is now ready to distribute the procured tablets. **(Please refer to the attached summary of allocations).**
2. Every School Head of the recipient schools is advised to send the school property custodian to claim the tablets at the SDO Supply Office strictly following the **attached schedule**.
3. The school heads, the ICT coordinators, the LMS focal, and the teachers of the recipient schools are advised to attend the **Virtual Orientation on the Use of the LMS Installed in the Procured Tablets**, on **August 9-10, 2023** from **9:00 am to 5:00 pm** via **zoom**.
4. Incidental and transportation expenses to be incurred during the hauling of tablets shall be charged to the school MOOE or other local funds subject to the usual accounting rules and regulations.
5. For information, dissemination, guidance, and compliance.


ORLANDO E. MANUEL PhD, CESO V
Schools Division Superintendent



Encl.:

As stated

Reference:

Regional Memorandum No. 251, s.2023

CID-EPS-LRMS/08-08-23/djhm/ccc



Address: Quezon St., Don Domingo Maddela, Bayombong, Nueva Vizcaya
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Doc Code:	FM-OSDS-SDS-001	Rev:	01
As of:	01-09-2020	Page:	1

SCHEDULE OF HAULING

No.	Secondary Schools	No. of Units	Schedule of Hauling
1.	Dippog NHS	40	August 8, 2023 (9:00 am)
2.	Casat NHS	13	
3.	Paima NHS	12	
4.	Quezon NHS	12	
5.	Solano High School	12	
6.	Bonfal NHS	12	
7.	Ambaguio HS	13	
8.	Bintawan NHS	12	
9.	Bagabag NHS	12	
10.	Bascaran NHS	12	August 9, 2023 (9:00 am)
11.	Tiblac NHS	12	
12.	Dupax del Norte NHS	12	
13.	Dupax del Sur NHS	12	
14.	Ganao HS	12	
15.	Bugkalot HS	15	
16.	Munguia NHS	12	
17.	Abuyo NHS	13	
18.	Alfonso Castañeda NHS	13	August 10, 2023 (9:00 am)
19.	Santa Fe NHS	12	
20.	Casecnan NHS	13	
21.	NV General Comprehensive HS	13	
22.	Carolotan HS	12	
23.	Diadi NHS	13	
24.	Eastern Nueva Vizcaya NHS	12	August 11, 2023 (9:00 am)
25.	Kasibu NAS	12	
26.	Kayapa HS	12	
27.	Kongkong Valley NHS	12	
28.	Martinez Cuyangan NHS	12	
29.	Runruno NHS	12	
30.	Murong NHS	12	
31.	Nansiakan NHS	13	August 14, 2023 (9:00 am)
32.	Napo-Tuyak National High School	12	
33.	Uddiawan NHS	12	
34.	Paniki HS	12	
35.	Salinas HS	13	
36.	Ambaguio Central School	25	August 15, 2023 (9:00 am)
37.	Binalian Integrated National High School	35	
38.	Tuao South Elementary School	25	
39.	Bambang North Central School	25	August 16, 2023 (9:00 am)
40.	Pinayag NHS	35	
41.	Kayapa Central School	30	
42.	Diadi Central School	25	August 17, 2023 (9:00 am)
43.	Santa Fe Central School	30	
44.	Belance Elementary School	25	
45.	Dupax Central School	25	August 18, 2023 (9:00 am)
46.	Kasibu East Central School	25	
47.	Kasibu Central School	30	
48.	Quezon Central School	25	
49.	Pingkian Central School	30	

[Handwritten Signature]



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Republic of the Philippines
Department of Education
 Region II - Cagayan Valley

080723062

August 7, 2023

RELEASED

DATE: 8-7-23
 BY: [Signature]
 DEPED R02-RECORDS SECTION

REGIONAL MEMORANDUM

No. 251, s. 2023

**VIRTUAL ORIENTATION ON THE USE OF LEARNING MANAGEMENT SYSTEM
 INSTALLED IN PROCURED DEVICES (TABLETS)**

To: **Schools Division Superintendents
 All Others Concerned**

1. This Office through the Regional ICT Unit, Curriculum and Learning Management Division, Learning Resource Management Section and Asset Management Section requests CID Chiefs, Learning Resource Education Program Supervisors, Division Supply Officers, Division ICT Officers, School Heads, School ICT Coordinators, School LMS Focal Persons and teachers who are recipients of procured devices (Quarter 1-MyPhone tablets) to attend the virtual orientation and demonstration on the use of the Learning Management System (LMS) and other important applications installed on the said device on August 9-10, 2023 from 9:00am to 5:00 pm via zoom platform which shall be made available a day before the said activity.
2. This aims to capacitate the participants on the following:
 - a. use and functionality of Learning Management System;
 - b. duties and responsibilities of involved personnel on the utilization of devices (tablets); and
 - c. address concerns with regard to other applications installed in the devices (tablets).
3. The said virtual orientation shall be simultaneously conducted in two classes. Below shall be the formed classes for this orientation:

Zoom meeting room 1	Zoom meeting room 2
SDO Batanes	SDO Cauayan City
SDO Cagayan	SDO Isabela
SDO City of Ilagan	SDO Nueva Vizcaya
SDO Quirino	SDO Santiago City
SDO Tuguegarao	

4. Schools Division Offices (SDOs) are requested to submit the initial report on the utilization of the Learning Management System one month after the opening of classes on August 29, 2023 and shall be periodically monitored by this Office every



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Friday thereafter. The composition of the Regional Office Monitoring Team and suggested SDO monitors are attached as enclosures.

5. For queries, you may contact Octavio V. Cabasag, PhD, Chief ES-CLMD, or Rizalino G. Caronan, EPS-LR at clmd.region2@deped.gov.ph or Nor Aldeen E. Qaddoumi, ITO at ictu.region2@deped.gov.ph or Valentina P. Sepanton, Section Head-AMS at ams.region2@deped.gov.ph.

6. Immediate dissemination of this Memorandum to all concerned is desired.

BENJAMIN D. PARAGAS PhD, CESO III
Director IV/Regional Director

Encl: As stated
References: None

To be included in the Perpetual Index
under the following subjects:

DEVICES
LEARNING MANAGEMENT SYSTEM
GADGETS
TABLETS
TEACHERS

clmd/ouc/rgc



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LIST OF REGIONAL MONITORS

REGIONAL MONITOR	DESIGNATION	DIVISION
Octavio V. Cabasag, PhD	Chief ES	CLMD
Rizalino G. Caronan	EPS	CLMD LRMS
Margie L. Cayetano	Librarian	CLMD LRMS
Jocelyn M. Taguinod	TAS	CLMD LRMS
Tita B. Ubiña	ADAS II	CLMD LRMS
Ronnie F. Tejano	EPS	CLMD
Denis M. Agbayani	EPS	CLMD
Maryann C. Diaros	EPS	CLMD
Rey A. Pascual	EPS	CLMD
Richard O. Ponhagban	EPS	CLMD
Isagani R. Duruin	EPS	CLMD
Ester T. Gramaje	EPS	CLMD
James D. Pamittan	EPS	CLMD
Roderic B. Guinucay	EPS	CLMD
Ma. Theresa F. Tamayao	SEPS	CLMD
Laila Ruth A. Taguinod, EdD	Chief ES	QAD
Ronnie Guiloy	EPS	QAD
Joey M. Apolinario	EPS	QAD
Joy T. Soriano	EPS	QAD
Elvira A. Delos Reyes	EPS	QAD
Candido Corpuz	EPS	QAD
Rommel B. Costales	OIC-Chief ES	HRDD
Joy Ferrer-Lopez	EPS	HRDD
Daisy Doral	EPS	HRDD
Nor Aldeen E. Qaddoumi	Head	ICTU
Jayward Bucayu	Comp Programmer II	ICTU
Valentina P. Sepanton	AO-V	AMS



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LIST OF SDO MONITORS

SDO MONITOR	DESIGNATION	DIVISION
	Chief ES	CID
	Chief ES	SGOD
	EPS	CID_LRMS
	Librarian	CID_LRMS
	PDO	CID_LRMS
	EPS	CID
	EPS	CID
	EPS	CID
	EPS	CID
	EPS	CID
	EPS	SGOD
	SEPS	SGOD
	ICTO	ICTU
	DSO	SO
	SEPS	SGOD



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