



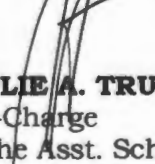
Republic of the Philippines
Department of Education
 REGION II – CAGAYAN VALLEY
 SCHOOLS DIVISION OF NUEVA VIZCAYA



UNNUMBERED MEMORANDUM

TO: Public Schools District Supervisors/District In-Charge
 Public Elementary and Secondary School Heads
 All others concerned

FROM: **RACHEL R. LLANA PhD, CESO VI**
 Assistant Schools Division Superintendent
 Officer In-Charge
 Office of the Schools Division Superintendent

BY:

MARY JULIE A. TRUS PhD
 Officer In-Charge
 Office of the Asst. Schools Division Superintendent

DATE: September 23, 2020

SUBJECT: ONLINE MEETING OF DISTRICT AND SECONDARY SCHOOL ICT COORDINATORS ON THE REGISTRATION AND MANAGEMENT OF OFFICE 365 AND DEPED EMAIL ACCOUNTS

1. The Central Office (CO) through the Information and Communications Technology Services (ICTS) continuously developing ICT programs and projects to further facilitate the data and communication management of the department nationwide, which requires registered Office 365 and DepEd Email Accounts.
2. Anent this, District and Secondary School ICT Coordinators shall have an Online Meeting on Google Meet (<https://meet.google.com/isi-gmxj-oea>) on September 24, 2020 at 9:00AM, to intensify the registrations and updating process of DepEd Emails and Office 365 accounts of all employees in the division.
3. Breakdown of participants are the following:

a. District ICT Coordinator	-	23
b. Secondary School ICT Coordinator	-	47
Total	-	70
4. Representatives on behalf of the designated ICT coordinators for this meeting is highly discouraged.
5. For information, guidance, and compliance.



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