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Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
Tanggapan ng Pangalawang Kalihim

**OUA MEMO 00-0920-0161**  
21 September 2020

For: **Regional Directors**  
**Schools Division Superintendents**  
**Regional and Division Information Technology Officers**

Subject: **NOTICE OF MEETING**

All Regional and Division IT Officers are directed to attend the following meetings with the ICT Service via Microsoft Teams:

- **23 September 2020** 10:00 AM to 12 Noon –  
DepEd Commons Activation and Administration
- **24 September 2020** 1:00 PM to 5:00 PM –  
Learner Accounts Distribution and Administration
- **25 September 2020** 1:00 PM to 5:00 PM –  
Learning Management System Administration

All Regional Directors and Schools Division Superintendents are advised to require their IT Officers to attend the said meeting.

For confirmation of attendance, the IT Officers may register via this link:  
<https://bit.ly/learneraccountssurvey4itos> .

For strict compliance.

  
  
**ALAIN DEL B. PASCUA**  
Undersecretary



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**Office of the Undersecretary for Administration (OUA)**

[Administrative Service (AS), Information and Communications Technology Service (ICTS),  
Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support  
Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)]

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