



Republic of the Philippines
DEPARTMENT OF EDUCATION
CORDILLERA ADMINISTRATIVE REGION
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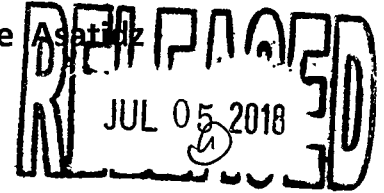
July 3, 2018

Regional Memorandum

No. **210.2018**

Capability Building Program on Basic ICT for the Asatidz

To: Schools Division Superintendents
Baguio City & Tabuk City Schools Division



DEPED-CAR Time: _____

1. In line with the Capability Building Program for the asatidz, the Regional Office, through the Curriculum Learning Management Division will conduct a 4-day Capability Building on ICT for the asatidz on July 24-29, 2018 at the NEAPR Conference Hall. This activity aims to capacitate the asatidz in manipulating Microsoft Technologies needed for the delivery of the learning competencies; to familiarize them with the hardware aspects of technologies and to develop MEP learning materials.

2. The participants are the following:

	No. of Pax
Training Team: - Regional ITO & TAS	2
-CLMD Chief/ EPS & ADAS	5
-QuAME & HRDD	2
Participants/Trainees: - Baguio City, Asatidz & DAC	46
- Tabuk City, Asatidz & Principal	5
TOTAL	60

3. Meals and snacks for 4 days will be charged against the In-Service Training Fund for the Asatidz. Transportation expenses of the participants will be charged to local MEP support fund. First meal will be breakfast of day 1 and the last meal will be dinner of day 4.

4. Participants are advised to check in at the NEAPR Dorm on July 23 p.m. or early morning on July 24 and check out on July 29 after the closing program.

5. Participants are also requested to bring their own laptops, extension cords and useful reference materials to be used during workshops.

4. Please be guided accordingly.

MAY B. ECLAR, Ph. D., CESO V
Regional Director