



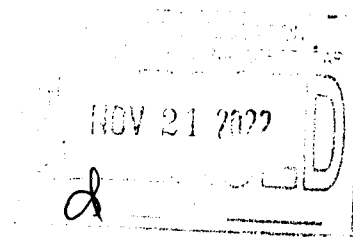
Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region

November 16, 2022

**REGIONAL MEMORANDUM**

No. 564-2022

**CONVERGENCE OF DEPED CAR ICT TEAM**



To: Assistant Regional Director  
Schools Division Superintendents  
Information Technology Officers  
All Others Concerned

1. The Department of Education Cordillera Administrative Region – Information and Communications Technology Units & Sections continues to support education delivery and operations by providing ICT solutions and by implementing National and Regional ICT programs and projects.
2. For effective implementation of DepEd ICT Programs and Projects, the Regional Office ICT Unit personnel together with the Division ITOs will have a convergence and capacity building activity on December 7-9, 2022 at a venue to be announced later.
3. The participants to the convergence are as follows:

<b>Participants</b>	<b>Male</b>	<b>Female</b>
<i>Regional ICT Unit personnel</i>	3	
Jumar B. Yago-an, IT Officer I Glenn P. Papa, Computer Maintenance Technologist I Raffy B. Calawa, IT Specialist		
<i>Division ITOs</i>	5	3
Marlou G. Borja, IT Officer – Abra Iyalee D. Manaysay, IT Officer – Apayao Harris G. Dizon Jr., IT Officer – Baguio City Eric S. Wanson, IT Officer – Benguet Richard L. Butale, IT Officer – Ifugao Michelle E. Alagoy, IT Officer – Kalinga Loida Elaine G. Tibong, IT Officer – Mt. Province Allan S. Dumalsin, IT Officer – Tabuk City		
<i>Resource Person</i>	1	
Vandolph B. Flora, Administrative Officer V, Regional AMS		

4. An amount of Fifty-two Thousand Pesos (P52,000.00) will be downloaded to SDO Baguio City to cover the expenses for board and lodging of participants.





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5. Arrival and registration of the participants shall be at 2:00P.M. of December 7, 2022. First meal will be PM Snacks of December 7, 2022 and last meal will be PM Snacks of December 9, 2022.
6. Participants are required to bring their laptops, extra portable internet and extension cords.
7. Transportation and other incidental expenses of all participants shall be charged against local funds subject to the usual accounting and auditing rules and procedures.
8. Compensatory Time-off (CTO) shall be granted to the participants in lieu of the holiday on December 8, 2022 (Feast of the Immaculate Conception).
9. Attached is the program of activities for reference.
10. Immediate dissemination of and compliance with this memorandum to all concerned is desired.

  
**ESTELA P. LEON-CARIÑO EdD, CESO III**  
Director IV/Regional Director



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**Program of Activities**

<b>DATE and TIME</b>	<b>TOPIC</b>	<b>RESOURCE PERSON/ IN-CHARGE</b>
<b>Day 0</b>		
4:00pm- onwards	Arrival and billeting, dinner, registration. Initial Meeting of the RO and SDO Team	RO and SDO Team
<b>Day 1 (December 8, 2022)</b>		
8:00am - 8:20am	Preliminaries Acknowledgment of participants Message from the RD/ARD Levelling off expectations	Raffy B. Calawa IT Specialist
8:20am - 10:00am	Review and Reporting of Status of DepEd CAR ICT PPAs implementation for 2022 <ul style="list-style-type: none"><li>- DepEd Computerization Program visa vis DCP Monitoring System</li><li>- Office Network Infrastructure development</li><li>- Project HyTEQ</li><li>- DepEd Email</li></ul>	Jumar Yago-an IT Officer I  All Division IT Officers
10:00am - 2:00pm	Discussion on DepEd CAR ICT PPAs implementation for 2023 <ul style="list-style-type: none"><li>- DepEd Computerization Program 2022-2023</li><li>- Office Network Infra 2023</li><li>- Project HyTEQ</li><li>- Deployment of SupplyHUB 2.0 to SDOs</li><li>- Deployment of HRMS 2.0 to SDOs</li></ul>	Jumar Yago-an IT Officer I  Vandolph B. Flora Admin Officer V
12:00pm - 1:00pm	Lunch break	
1:00pm - 5:00pm	Knowledge Sharing on Mobile App Development <i>(Part of re-entry plan from NEAP scholarship)</i>	Vandolph B. Flora Admin Officer V





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<b>DATE and TIME</b>	<b>TOPIC</b>	<b>RESOURCE PERSON/ IN-CHARGE</b>
<b>Day 2 (December 9, 2022)</b>		
8:00am-12:00pm	Knowledge Sharing on Linux Server Setup and Administration <i>(Part of re-entry plan from NEAP scholarship)</i>	Jumar B. Yago-an IT Officer I
12:00pm –1:00 pm	Lunch Break	
1:00pm –5:00 pm	Knowledge Sharing on Computer Network Setup and Security <i>(Part of re-entry plan from NEAP scholarship)</i>	Glenn P. Papa
	<b>travel back home</b>	

