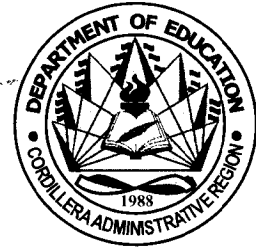


Republic of the Philippines  
Department of Education  
**CORDILLERA ADMINISTRATIVE REGION**  
Wangal, La Trinidad, Benguet



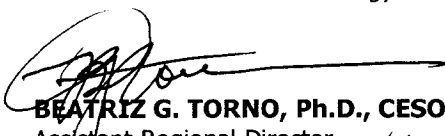
**REGIONAL MEMORANDUM**

To: Schools Division Superintendents  
Division Information Technology Officers/ ICT Coordinators

JUN 16 2016

BC

1:55 PM

From:   
**BEATRIZ G. TORNO, Ph.D., CESO IV**  
Assistant Regional Director  
Officer-in-charge  
Office of the Regional Director

Date: June 15, 2016

SUBJECT: **MONITORING OF THE CONDUCT OF DIVISION ICT LITERACY TRAINING OF TRAINERS**

1. With the conducted National Training of Trainers on ICT Literacy at the DepEd CAR NEAP Hall last December 14-16, 2015, the regional office through the ICT Unit will monitor the conduct of ICT Literacy Training of Trainers in the division level.
2. Relative to this, the Schools Division Offices through the Information Technology Officers/ ICT Coordinators are requested to submit the schedule/s of conduct of the said training of trainers through <http://deped.in/cardivtot>.
3. This Office appreciates the submission of the said schedules two weeks before the conduct.
4. For information and compliance.

ORD/ICTU/jby

Telephone Numbers:							
Office of the Director IV	-422-4074	Budget and Finance Division	-422-5155	Cash Section	-309-3017	Record Section	-309-3015
Fax Machine	-422-1318	Elementary Education Division	-422-7096	Physical Facilities Unit/ICT	-309-3011	Payroll Services Unit	-424-3993
Office of the Director III	-309-3013	Non Formal Education Division	-422-5187	Regional Planning Unit	-309-1234	Special Services Division	-424-5167
Administrative Division	-422-1804	Secondary Education Division	-309-3014				
		Supply Unit	-422-2198				