

Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF BOHOL
City of Tagbilaran



Division Memorandum
No. **598** s. 2019

To : All PSDSs and Acting PSDSs
All District ICT Coordinators
All Others Concerned

Date : December 2, 2019


Subject : **Training of Trainers (TOT) for the Clustered DCP Orientation and Capacity Building Training of ICT Coordinators**

1. The Information and Technology Unit of Division of Bohol will conduct a Training of Trainers for the Clustered DCP Orientation and Capacity Building Training of ICT Coordinators on December 4 - 6, 2019 at Metro Centre Hotel, C. P. Garcia North Ave, Tagbilaran City.
2. The participants of this training are the 54 District ICT Coordinators and the DCP Monitoring Team (Nolimer Miguel of Tapal IS, Maria Bella Hinampas of Anda High School, Eugene Canada of Mabini District).
3. No registration fee shall be collected. Meals, board and lodging of the participants shall be charged to Division DCP Orientation Fund. First meal to be served for the activity is breakfast on December 4 and last meal is PM snack on December 6, 2019. Travelling and other incidental expenses of the participants shall be charged against school MOOE subject to the usual accounting and auditing rules and regulations.
4. To properly execute the activity, the Training Management Team will convene on December 3, 2019 from 1:00 PM to 5:00 PM at the ICTU Office. These are the following personnel who are part of the Training Management Team:

Ronald Boniao	–	Lila District ICT Coordinator
Ronald Rey Resabal	–	ICT Coordinator of Tubigon West Central High School
Victor Jubahib	–	ICT Coordinator of Mahayag NHS
Jummel Marijuan	–	IT of RedDot (DCP Supplier)

Kenneth Alama	-	IT RedDot
Mark Louie Aquino	-	IT of RedDot
Dinah Florence Talan	-	IT Officer
Mary Ann Rata	-	ICTU Personnel
Miriann Jale Castillon	-	ICTU Personnel

5. This Memorandum shall serve as **TRAVEL ORDER** of the participants.
6. Immediate dissemination and compliance of this memorandum is desired.


BIANITO A. DAGATAN, Ed. D., CESO V
Schools Division Superintendent