



Republic of the Philippines
Department of Education
 REGION I

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BY:

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Office of the Regional Director

REGIONAL MEMORANDUM
 No. 175, s. 2020

**ADOPTION OF VIDEO CONFERENCING SYSTEM DURING COMMUNITY
 QUARANTINE PERIOD DUE TO COVID-19 TO CONTINUE OPERATIONS AND
 COMMUNICATIONS**

To: Schools Division Superintendents

1. The Office of the Undersecretary for Administration through the Information and Communications Technology Service has released a **video conferencing system that uses Microsoft Teams** to allow DepEd Officials to continue operations and communications while the community quarantine is in effect/imposed in Metro Manila and other areas in the Philippines.
2. The User Guide for the Microsoft Teams can be accessed via the link indicated in the Memorandum. Queries and support may also be posted in at **Workplace Open Group "Videoconferencing"** at <https://my.workplace.com/groups/videoconferencingsystem>.
3. For immediate and appropriate action.

[Handwritten Signature]

TOLENTINO G. AQUINO
 Director III
 Officer-In-Charge
 Office of the Regional Director

Reference: DepEd Task Force COVID-19
 Memorandum No. 6, s. 2019
 To be indicated in the Perpetual Index
 under the following subjects:

ICT Announcement

ORD-ICTU/scl/RMICTU007
 March 16, 2020



DepEd RO1



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Address: Flores St., Catbangan, City of San Fernando, La Union
 Telephone Number: (072) 607-8137 / 682-2324
 Email Address: region1@deped.gov.ph | Website: www.depedro1.com





Republika ng Pilipinas
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DepEd Task Force COVID-19
MEMORANDUM No. 6
 13 March 2020

DepEd Central Office 1
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 By: uj Time: 2:44

For: **Execom and Mancom**
ARDs, SDSes, ASDSes, Division Chiefs
ICTS, Regional and Division IT Officers
All Other Concerned Offices

Subject: **ADOPTION OF VIDEO CONFERENCING SYSTEM DURING**
COMMUNITY QUARANTINE PERIOD DUE TO COVID-19 TO
CONTINUE OPERATIONS AND COMMUNICATIONS

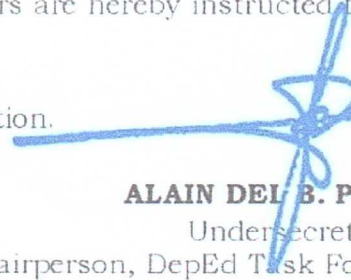
In response to the community quarantine imposed in the entire Metro Manila and other areas in the Philippines due to the escalation of the COVID-19 Alert System to Code Red Sublevel 2, the Office of the Undersecretary for Administration (OUA) through the Information and Communications Technology Service (ICTS) has released a **video conferencing system that uses Microsoft Teams to allow DepEd Officials to continue operations and communications** while the community quarantine is in effect.

ICTS shall immediately install the said application in the laptops and mobile devices of DepEd Central Office executives and conduct the necessary simultaneous coaching sessions today, 13 March 2020. Details such as the venue and duration of the training will be available through the **ICTS - User Support Division (USD) with phone: (02) 8633-7264, and/or email icts.usd@deped.gov.ph**, and or

The User Guide for the said Microsoft Teams can be accessed via link: **bit.ly/VideoConferencingSystem**. ICTS-USD staff will be available at the Central Office for any request relative to the installation of the application in the devices during the said quarantine period. Queries and support may also be posted at **Workplace Open Group "Videoconferencing"** at <https://my.workplace.com/groups/videoconferencingsystem/>.

All Regional and Division IT Officers are hereby instructed to do the same for the Regional and Division Officials.

For immediate and appropriate action.


ALAIN DEL B. PASCUA
 Undersecretary
 Chairperson, DepEd Task Force COVID-19



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)

Department of Education, Central Office, Meralco Avenue, Pasig City
 Rm 519, Mabini Bldg; Mobile: +639260320762; Tel: +63286337203, +63286376207
 Email: usec.admin@deped.gov.ph; Facebook/Twitter @depedtayo

