



Republic of the Philippines
Department of Education
REGION I



NOV 23 2023


REGIONAL MEMORANDUM

No. 1246, s. 2023

NOTICE OF MEETING OF INFORMATION TECHNOLOGY OFFICERS

To: **All Schools Division Superintendents**

1. There will be a meeting with all the Schools Division Office Information Technology Officers (SDO-ITOs) at Hotel Ariana, Paringao, Bauang, La Union on November 23-24, 2023.
2. The agenda of the meeting are as follows:
 - a. Orientation/ Planning activities on the implementation/application of PNPKI Digital Certificates of DepEd teaching and non-teaching personnel in Region I.
 - b. Status on the implementation of the Program Support Fund (PSF) for Network Infrastructure and Operations and Maintenance of DCP Packages.
 - c. Updates/Status on the deployment and monitoring of the DepEd Computerization Program.
 - d. Other DepEd-ICTS concerns and issues.
3. Travel expenses shall be chargeable against local funds and/or DCP Program Support Fund subject to the usual accounting & auditing rules & regulations.
4. The first meal to be served is PM snack on November 23, 2023 and the last meal is lunch on November 24, 2023.
5. Attached is the Program Matrix.
6. For information, guidance and compliance.


TOLENTINO G. AQUINO
Director IV



Reference: None

Encl.: None

To be indicated in the Perpetual Index
under the following subjects:

MEETINGS

ORD/ICTU/SCL/RM_DITO Meeting
November 16, 2023



Program Matrix

Time	Activities	Persons Involved
Day 1 (November 23)		
8:00am - 11:00am	Travel Time	DITOs
11:00am - 12:00nn	Registration	RITO; DITOs
12:00nn - 1:30pm	Check-in	RITO; DITOs
1:30pm - 2:00pm	Opening Program/ Preliminaries	RITO; DITOs
2:00pm - 5:00pm	Meeting Proper	RITO; DITOs
Day 2 (November 24)		
8:00am - Onwards	Meeting with DICT	DICT Representative; RITO; DITOs

