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Republic of the Philippines  
**Department of Education**  
REGION III – CENTRAL LUZON  
SCHOOLS DIVISION OFFICE OF NUEVA ECIJA

RECORDS SECTION

06 September 2021

DIVISION MEMORANDUM  
No. 276, s. 2021

**TRAINING-WORKSHOP IN ICT SEASON 5**

To: Assistant Schools Division Superintendents  
Chiefs of Division, CID and SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads and Teachers  
District and School ICT Coordinators  
All Others Concerned

1. This Office informs the conduct of Training Workshop in ICT Season 5 on September 21-23 and September 28-30, 2021 to be participated in by all district and elementary/secondary school ICT coordinators, video conference link to be sent via email.
2. The aims of the activity are to equip the participants with new ICT tools for teaching and learning in online distance learning environments, as well as to exhibit teaching skills using those technologies.
3. Enclosed herewith are the following  

Enclosure No. 1	Training Matrix
Enclosure No. 2	Training Program Committee
Enclosure No. 3	Participants and Facilitators
4. The participants are expected to conduct a school rollout to cascade this training-workshop until October 29, 2021. Report on the accomplishment of the rollout should be reported to the EPS in charge of ICT
5. Queries relative to this can be relayed to the Mr. Laberne A. Ladignon, Jr, EPS-I, through email at [laberne.ladignon@deped.gov.ph](mailto:laberne.ladignon@deped.gov.ph).
6. Immediate dissemination of and strict compliance with this Memorandum is expected.

**JESSIE D. FERRER CESO V**  
Schools Division Superintendent

Encl.: As stated

Reference:

To be included in the Perpetual Index  
under the following subjects:  
STWICT                  TRAININGS  
ICT

DM 2021 Training Workshop in ICT Season 5  
2-2/LAL 09-06-2021



Address: Brgy. Rizal, Santa Rosa, Nueva Ecija 3101  
Telephone No.: (044) 940 3121  
Email: [nueva.ecija@deped.gov.ph](mailto:nueva.ecija@deped.gov.ph)  
Facebook Page: DepEd SDO Nueva Ecija  
Webpage: [www.deped-ne.net.ph](http://www.deped-ne.net.ph)



**TRAINING MATRIX**

**SPECIALIZED TRAINING WORKSHOP IN ICT SEASON 5**

<b>Time</b>	<b>September 21/28, 2021</b>	<b>September 22/29, 2021</b>	<b>September 9/30, 2021</b>
7:30 AM - 8:30 AM	Registration/ Attendance		
8:30 AM – 9:00 AM	Opening Program	Management of Learning	Management of Learning
9:00 AM – 10:00 NN	Overview of Online Platforms and the 0365, Outlook	One Drive and MS Forms	MS Word, MS Excel MS PowerPoint, MEC
10:00 AM – 12:00 NN	Workshop	Workshop	Workshop
12:00 NN- 1:00 PM	Lunch Break		
1:00 PM – 2:00 PM	MS Teams with classroom	One Note MS Sway	Demonstration Teaching
2:00 PM – 5:00 PM	Workshop	Workshop	Planning for school rollout

**DR. ROSEMARIE D. ABECIA**

Microsoft Ambassador/  
SHS Teacher, SDO San Jose Del Monte City  
Resource Speaker

**TRAINING PROGRAM COMMITTEE**

**JESSIE D. FERRER, CESO V**  
Schools Division Superintendent

**MINA GRACIA L. ACOSTA, PhD, CESO VI**  
Asst. Schools Division Superintendent

**RONILO E. HILARIO**  
OIC-Asst. Schools Division Superintendent

**JAYNE M. GARCIA, EdD.**  
Chief, CID

**LUIS M. CALISON**  
Chief, SGOD

**PLANNING COMMITTEE**

Chairman: **LABERNE A. LADIGNON, JR., EPS-I, ICT/ADM**  
Co-Chair: **IRYLAIN T. GAPUD, SEPS II-HRD**  
Member: **MARK DENISSE DE JESUS, EPS II, HRD**

**TECHNICAL COMMITTEE**

Chairman: **RODERIC S. ELEGADO, Division IT Officer,**  
Co-Chair: **MIKE AHREN RANCES, Assistant**

**PROGRAM COMMITTEE**

Chairman: **LEMUEL-KIM A. GARCIA, ICT Coordinator, Magpapalayok NHS**  
Co-Chair: **JUAN CARLO TECSON, ICT Coordinator, Talavera SHS**  
Member: **JEANNY B. LAYA, Master Teacher I, Dr. Ramon De Santos NHS**

**REGISTRATION COMMITTEE**

Chairman: **RONIE CORONEL**  
Members: **ETHERLINDA EDUARDO** **JENNIFER P. BANAYAT**  
**CELESTE LAZARO** **DIVINA BALTAZAR**  
**JODY JOSON**

**DOCUMENTATION COMMITTEE**

Chairman: **JOEL R. GALLARDE, ICT Coordinator, Palayan City NHS**  
Co-Chairman: **JAN RONALD S. SEVILLA, ICT Coordinator Sto. Rosario NHS**  
Member: **CHRISTINA E. NAMOC, Teacher III, Lino P. Bernardo NHS**

**MONITORING COMMITTEE**

Chairman: **JET LEE T. OCAMPO** **SEPS-II, M& E**  
Co-Chairman: **MARK ANTHONY T. CALABANO** **EPS-II, M & E**

**PARTICIPANTS AND FACILITATORS**

<b>DATE</b>	<b>PARTICIPANTS</b>	<b>FACILITATORS</b>	
September 21-23, 2021	All District ICT Coordinators (33)	<b>LEMUEL-KIM A. GARCIA</b> Magpapalayok NHS	<b>LEO ESTEBAN</b> Dona Juana Chioco NHS
	All JHS ICT Coordinators including those in integrated schools (205)	<b>JEANNY B. LAYA</b> Dr. Ramon De Santos NHS	<b>MARK JOSEPH S. BERNAL</b> Triala NHS
		<b>LEIF MARCUS A. DIZON</b> Bartolome Sangalang NHS	<b>MARISOL ALCANTARA</b> Laur Central School
	All SHS ICT Coordinators (166)	<b>EDLYN FAITH PADILLA</b> Lino P. Bernardo NHS	<b>JOAN B.SUAREZ</b> San Francisco NHS
		<b>IRMA I. TRINIDAD</b> Fort Magsaysay NHS	<b>MYRA P. DALANGIN</b> Gen. Tinio NHS
		<b>CHRISTINA E. NAMOC</b> Lino P. Bernardo NHS	<b>CLARISSA CEBALLOS</b> ELJMHS Quezon
		<b>MARIEL CABRILLAS</b> Sto. Domingo NTS	<b>ANGELICA FAJARDO</b> Maligaya NHS
		<b>ERRIZ S. GAZPAR</b> Restituto B. Peria NHS	<b>SHANE PRINCIPE</b> Bongabon NHS
		<b>ADAM MARK LEGASPI</b> Bongabon SHS	<b>IBRAHIM JADE</b> Tagumpay NHS
		<b>JOHN CAMIL MAGNO</b> Pantabangan	<b>TEOFILA ABESAMIS</b> Penaranda
		<b>JOYCIE MARIE B DAQUIGAN</b> Zaragoza	
		<b>DENNIS MICHAEL DONATO</b> Batitang NHS	
September 28-30,2021	All Elementary School ICT Coordinators (739)	All District ICT Coordinators (33) All Secondary ICT Coordinators (371)	
School Rollout  October 1 to 29, 2021	All teachers ES (6,147) JHS (3,844) SHS (1,021)	All Elementary and Secondary ICT coordinators	

Note: Official list of training participants is found at <https://bit.ly/STWICT5participants>