



Region VII, Central Visayas

SCHOOLS DIVISION OF NEGROS ORIENTAL

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Division Memorandum

No. 676, s 2018

To : Assistant Schools Division Superintendents
CID and SGOD Chief Education Supervisors
Division Education Program Supervisors
Public Schools District Supervisors/ District In-Charge
Elementary and Secondary School Heads
District ICT Coordinators

From: **WILFREDA D. BONGALOS, Ph.D., CESO V**
Schools Division Superintendent *WB*

Subject: **DISTRICT ICT COORDINATORS 3rd QUARTER CONFERENCE AND
STARBOOKS ORIENTATION**

Date: July 15, 2018

1. All District ICT Coordinators are hereby directed to attend the 3rd Quarter Conference and STARBOOKS Orientation at the SDO Conference Room on October 20, 2018.
2. Prepare on hand the following reports (soft and hard copy):
 - a. DICP/DCP Quarterly Inventory
 - b. Updated School Directory
 - c. NODiS Registration Status Report
 - d. Corrected 2017 PBB School Form 1.2/Form 1.2
 - e. School EDMODO Sync Form
 - f. District Level Rollout Accomplishment Report
3. Templates of the mentioned Reports are available in the District ICT Coordinators' Team Drive.

16 OCT 2018

Tel. Nos: (035)225-2838 / 225-0667/422-7844 (Division Supt's Office); (035) 225-1822 (CID); (035) 225-1623 (Legal Section); (035)225-8180 (SGOD); (035) 422-7643 (Cash Section); (035) 422-8511 (Planning Section); (035) 225-6987 (Record's Section); (035) 422-5283 (Admin. Section); (035) 422-0267 (Personnel Section); (035) 225-2378 (Guard/Medical/Dental Sections); (035) 225-7012 (Educ. Facilities Section); (035) 225-1640 & (035) 225-1640 (Acct. Budget Section); (035) 422-3921 (Supply Section)



Republic of the Philippines
DEPARTMENT OF EDUCATION
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4. Participants are also advised to bring Laptop, Portable Wifi, Flash Drive, Extension Cord and ID picture (soft copy).
5. Participants are entitled for a one (1) day Service Credit/ CTO.
6. Travelling and other incidental expenses incurred shall be charged against School MOOE/ local funds while expenses for lunch and (2) snacks will be charged to Division HRTD funds subject to usual accounting rules and regulations.
7. This serves as Travel Order.
8. For widest dissemination and compliance.