

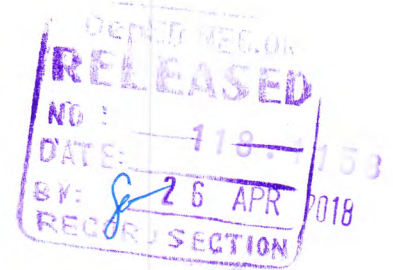


Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
www.depednegor.net

April 26, 2018

TRAVEL ORDER
No. 518 s, 2018

TO: **REMYLIN V. GAO-GAO**
Division IT Officer I



PURPOSE: To attend the School Management Information System Training (MIS) to be conducted in Bohol on May 3-4.

DATE OF TRAVEL: May 2 — 4, 2018.

ALLOWED/ CHARGED TO: (Division MOOE/Local funds subject to the usual accounting and auditing rules and regulations)

- _____ / _____ : Registration/ Transportation and other incidental expenses
- _____ : Transportation & other incidental expenses
- _____ : Incidental Expenses
- _____ : Per Diems

WILFREDA D. BONGALOS, Ph.D., CESO V
Schools Division Superintendent

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4/26/18



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City



APR 23 2018

REGIONAL MEMORANDUM

No. 149, s. 2018

School Management Information System Training

TO : ALL SCHOOLS DIVISION SUPERINTENDENTS
ALL CONCERNED

1. The winner of the Best ICT Innovation – Governance Category during the Region VII ICT Summit, San Agustin National High School Management Information System will be implemented region-wide.
2. The Management Information System, created by Mr. Fernando Enad of San Agustin National High School, Bohol Division is a system designed to organize and automate school records for faster and accurate delivery of data and service to the clients and stakeholders. It is tailor-fitted to the needs of the school. The system covers from enrolment to graduation.
3. The expected participants to the training are the following:
 - a. 1 Regional IT Officer
 - b. 1 Regional Computer Programmer
 - c. 19 Division IT Officers
 - d. at least 1 School ICT Coordinator for every small and medium division
 - e. at least 2 School ICT Coordinators for every large division
 - f. 4 School ICT Coordinators for very large division
4. The training will be conducted in Bohol (specific venue to be announced separately) on May 3-4, 2018. First meal to be served is dinner on Day 0 (May 2) and last meal will be PM snacks of Day 2 (May 4).
5. A registration fee of Php 3,000 per participant will be charged to cover expenses for board and lodging, meals, AM/PM snacks.
6. Registration, transportation, incidental and other expenses relative to the conduct of this training shall be charged against Regional funds for the regional participants, Division for the division participants and division or school MOOE for school participants.

7. The School ICT Coordinators shall be entitled to service credits in accordance with DepEd Order No. 53 s 2003 "Updated Guidelines on Grant of Vacation Service Credits to Teachers".
8. The participants are requested to bring the following:
 - a. Laptop
 - b. Storage device (like external drive, USB, etc.)
 - c. Extension cord
 - d. DTR
9. Immediate and wide dissemination of this memorandum is so desired.



JULIET A. JERUTA, Ph.D., CESO IV

Regional Director

Officer-in-Charge

