



Republic of the Philippines
Department of Education
REGION II - CAGAYAN VALLEY
SCHOOLS DIVISION OF BATANES

5 March 2025

DIVISION MEMORANDUM

No. 062, s, 2025

**1ST QUARTER ICT COORDINATORS' AND PROPERTY
CUSTODIAN VIRTUAL MEETING**

TO: Asst. Schools Division Superintendent
Elementary and Secondary School Heads
School ICT Coordinators
School Property Custodian
All Others Concerned

1. This Office, through the Division Information Communications Technology Unit, informs all concerned ICT Coordinators & School Property Custodians on the scheduled virtual meeting on March 21, 2025 at 9:00 a.m. Meeting link shall be provided a day before the scheduled meeting through the ICT group chat.
2. This meeting ensures the promotion of all enhancement in ICT service delivery and tackle urgent technology implementation issues in schools. Also, provides an opportunity to discuss updates, share best practices, and address challenges in the field of information and Communications Technology.
3. The agenda are as follows:
 - a. Project ICT on WHEELS
 - b. User Account Management System (Adobe, M365 and DepEd Email Account)
 - c. M365 Adoption
 - d. Adobe license installation (ELC 2022,2023,2024)
 - e. DCP Monitoring
 - f. Other Matters
4. For any clarifications, please reach out to the Division Information Technology Officer at jonas.trillana@deped.gov.ph.



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5. For immediate information and guidance.

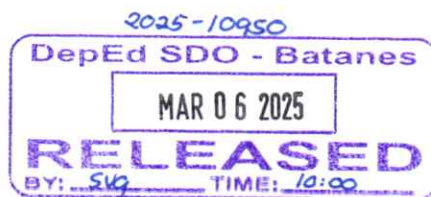

ALFREDO B. GUMARU JR. EdD, CESO V
Schools Division Superintendent

Encl: None

Reference:

To be indicated in the Perpetual Index
Under the following subjects
MEETING

ICTU/abg/jcft



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