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July 4, 2016

*To: SDSs
 action for your appropriate
 Thank you please!
 July 2016*

DIOSDADO M. SAN ANTONIO
 Director IV
DEPARTMENT OF EDUCATION-REGION IV-A
 Gate 2 Karangalan Village
 Cainta, Rizal

Dear Sir :

The National ICT Competency Management Service (NCM), the ICT training arm of the Information and Communications Technology Office, and an Academy Partner of the United Nations – Asian and Pacific Training Centre for Information and Communications Technology (UN-APCICT), will be conducting a course on **Information Security and Privacy** scheduled on **July 27-29, 2016** from 8:00 A.M. until 5:00 P.M. at the Seminar Room, 2nd floor, ICT Office Building, C.P. Garcia Ave., Diliman, Quezon City.

This seminar aims to provide an overview of the need for information security, information security issues and trends, and the process of formulating an information security policy. Furthermore, this seminar is one of the modules of the academy of ICT Essentials for government executives, a UN-APCICT program designed primarily for policy makers and government officials and professionals, both national and local government levels, who are responsible in policy-making for development and implementation of ICT-based applications.

In this regard, we would like to invite at least three (3) from your office to participate in this seminar. The registration fee is Three Thousand Six Hundred Pesos (PhP3,600.00) per participant which includes materials, meals (one breakfast, one lunch and one p.m. snack), and certificate.

We will appreciate receiving the attached pre-registration form via telefax number 920-7418 or email to ncm.registrar@icto.dost.gov.ph on or before **July 15, 2016**. Submission of the registration form **CONFIRMS** attendance to the seminar. Online registration is also accepted through the ICT Office website.

Check payments should be made to the account name of **Information and Communications Technology Office** or deposit thru **LBP Acct. No. 0702-1053-66** on or before the scheduled start date of course. For any inquiries or clarifications, please contact Marie Stephanie C. Llamanzares at telephone number 920-0101 local 2682 or via email at stephanie.llamanzares@icto.dost.gov.ph.

Thank you and we hope to hear from you soon.

Sincerely yours,

Raul N. Niilo

RAUL N. NILO
 Service Director
 National ICT Competency Management Service

