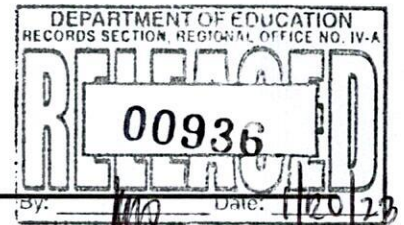




Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON



16 January 2023

**Regional Memorandum**  
No.17, s. 2023

**QUARTERLY ONLINE MEETING OF IT OFFICERS**

To **Schools Division Superintendents**  
**Division Information Technology Officers**

1. The ICT Unit ensures the provision of quality services through the delivery and deployment of ICT-enabled solutions and services across the region. To efficiently and effectively implement the ICT policies and programs/project/activities and the directives of the Central Office, this office will conduct an online quarterly meeting. Notice of the meeting will be sent through the official ITO's official email address.
2. The goals of this activity are:
  - a. discuss the current/new issuances relative to DCP and other ICT projects, programs, and activities,
  - b. discuss the pressing issues and concerns related to ICT projects, programs, and activities, and
  - c. recommend to the top management the possible solution to the arising issues and concerns.
3. In this regard, the IT Officers and IT designate in the Schools Division Offices are hereby enjoined to attend the activity. The participation of the ICT personnel is likewise required.
4. Attached hereto are the tentative schedule and the program matrix.
5. Dissemination of this memorandum is hereby enjoined.

**ATTY. ALBERTO T. ESCOBARTE, CESO II**  
Regional Director

ict/I1



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RM - 2023-17



## Online Quarterly Meeting (Tentative Schedule)

<b>QUARTER</b>	<b>DATE</b>
First Quarter	March 21, 2023
Second Quarter	June 21, 2023
Third Quarter	September 21, 2022
Fourth Quarter	November 21, 2023

**Program**

<b>Time</b>	<b>Activity</b>	<b>Person Involved</b>
9:00 am -9:15 am	Preliminary	ICT Unit Personnel
9:16 am - 9:30 am	Message	Atty. Alberto T. Escobarte Regional Director  Cherrylou D. Repia Assistant Regional Director
9:31 am - 11:50 am	Meeting Proper a. New Issuance related to ICT b. Project, program and activities of the Region and Central Office ICT-Related c. Issues and concerns d. Other matters	ICT Unit Personnel
11:51 am -12:00 Nn	Adjournment	