



Republic of the Philippines
Department of Education

2022-1175
JUL 08 2022
SECTION

AUTHORITY TO TRAVEL		CONTROL NO: <i>768</i>
REGION	: REGION VII - CENTRAL VISAYAS	
DIVISION	: SCHOOLS DIVISION OF NEGROS ORIENTAL	
DATE OF FILING	July 5, 2022	
NAME/S & POSITION / DESIGNATION	JESSE JOHN E. PAGASIAN	
PERMANENT STATION	DepEd, Schools Division of Negros Oriental	
PURPOSE OF TRAVEL	To pick up video conferencing equipment	
ACTIVITY ORGANIZED / SPONSORED BY	DepEd Central Office	
PERIOD COVERED	July 14-15, 2022	
PLEASE CHECK	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time	
VENUE / DESTINATION	DepEd Central Office, Meralco Ave. Pasig City	
EXPENSES COVERED	Travelling / Transportation and other incidental expenses	
FUND SOURCE	Division/local MOOE funds	
RECOMMENDING APPROVAL:		APPROVED:
 RUBY JEAN ESTRELLITA M. BIDAURE Administrative Officer IV		 SENEN PRISCILLO P. PAULIN, CESO V Schools Division Superintendent
Date : <u>7/5/2022</u>		Date : <u>7/05/22</u>



Republika ng Pilipinas
Kagawaran ng Edukasyon
 Tanggapan ng Pangalawang Kalihim

OUA MEMO 00-0521-0077
MEMORANDUM
 03 May 2021

For: Central Office
Regional and Division Offices

Subject: RELEASE OF VIDEO CONFERENCING EQUIPMENT

We will soon release and install video conferencing equipment. More than just basic laptops, these equipment are functionally **designed specifically for video conferencing**. These will be **deployed in office conference rooms for online meetings and** in the case of the regional and division offices, **for training purposes**. Each of the equipment will have an assigned DepEd email as its separate identity in Microsoft Teams, the official collaboration platform of the Department.

All recipient offices are required to attend an online briefing and orientation organized by the Information and Communications Technology Service (ICTS) on the unboxing and proper configuration of the equipment to be conducted by an authorized trainer from the supplier.

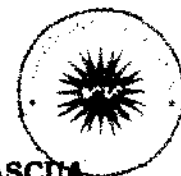
Also, Microsoft will be conducting a training on MS Teams to maximize video conferencing functionalities. Details of the online training and orientation will be announced in a separate correspondence.

All recipient offices listed in the attached Annex are enjoined to contact Ms. Maritess L. Ablay, Chief of the AMD, at 09158665006 and email maritess.ablay@deped.gov.ph for the necessary paperwork and processing for release of the said gadgets.

For technical details about the video conferencing equipment, kindly contact Mr. Nereo Bolante of OUA, at 09178425512 and email nereo.bolante@deped.gov.ph.

For immediate and appropriate action.

ALAIN DEL B. PASCUA
 Undersecretary



Office of the Undersecretary for Administration (OUA)

Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Events of Interest Support Service (EISS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)

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 Email: usec.admin@deped.gov.ph; Facebook [/depdedtao](https://www.facebook.com/depdedtao); Twitter [@depdedtao](https://twitter.com/depdedtao)

REGION VII	Danao City		1	1	
REGION VII	Dumaguete City		1	1	
REGION VII	Guihulngan City		1	1	
REGION VII	Lapu-Lapu City		1	1	
REGION VII	Mandaue City		1	1	
REGION VII	Negros Oriental		1	1	
REGION VII	Siquijor		1	1	
REGION VII	Tagbilaran City		1	1	
REGION VII	Tanjay City		1	1	
REGION VII	Talisay City		1	1	
REGION VII	Toledo City		1	1	
REGION VIII	Baybay City		1	1	
REGION VIII	Biliran		1	1	
REGION VIII	Borongan City		1	1	
REGION VIII	Calbayog City		1	1	
REGION VIII	Catbalogan City		1	1	
REGION VIII	Eastern Samar		1	1	
REGION VIII	Leyte		1	1	
REGION VIII	Maasin City		1	1	
REGION VIII	Northern Samar		1	1	
REGION VIII	Ormoc City		1	1	
REGION VIII	Samar (Western Samar)		1	1	
REGION VIII	Southern Leyte		1	1	
REGION VIII	Tacloban City		1	1	
REGION IX	Dapitan City		1	1	
REGION IX	Dipolog City		1	1	
REGION IX	Isabela City		1	1	
REGION IX	Pagadian City		1	1	
REGION IX	Zamboanga City		1	1	
REGION IX	Zamboanga del Norte		1	1	
REGION IX	Zamboanga del Sur		1	1	
REGION IX	Zamboanga Sibugay		1	1	
REGION X	Bukidnon		1	1	
REGION X	Cagayan de Oro City		1	1	
REGION X	Camiguin		1	1	
REGION X	El Salvador		1	1	
REGION X	Gingoog City		1	1	
REGION X	Iligan City		1	1	
REGION X	Lanao del Norte		1	1	
REGION X	Malaybalay City		1	1	
REGION X	Misamis Occidental		1	1	
REGION X	Misamis Oriental		1	1	
REGION X	Oroquieta City		1	1	
REGION X	Ozamis City		1	1	
REGION X	Tangub City		1	1	
REGION X	Valencia City		1	1	
REGION XI	Compostela Valley		1	1	

