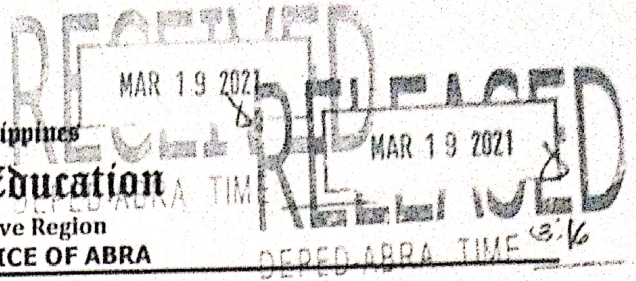




Republic of the Philippines
Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OFFICE OF ABRA



January 22, 2021

DIVISION MEMORANDUM
 No. 110, s. 2021

Installation of Microsoft Teams in the Laptops and Mobile Devices of All DepEd Personnel

To: All Public Elementary and Secondary School Heads
 District and School ICT Coordinators
 All Others Concerned

1. Relative to the provisions of DepEd Task Force COVID-19 Memorandum No. 6, this Office requires all DepEd personnel to install Microsoft Teams in their laptops and mobile devices.
2. The said application will be utilize as the main platform for all video conferences conducted in the department. This will also allow DepEd personnel to continue operations and communication within the department.
3. To operationalize the said policy, **ALL School Heads or ICT District and School Coordinators** are required to report to the Division Office-ICT Section together with their laptops and/or mobile devices on the schedule identified in the enclosure.
4. Travel and incidental expenses of participants shall be charged to local funds and/or other sources of funds subject to usual government accounting and auditing rules and regulations.
5. For queries and clarifications, kindly contact the ICT Section through email: marlou.borja@deped.gov.ph or phone number 09058221345.
6. For information and appropriate action.

BENILDA M. DAYTACA EdD, CESO VI
 Assistant Schools Division Superintendent
 OIC-Office of the Schools Division Superintendent

OSDS/ICTS/MPB/DM-Installation of Microsoft Teams...



Address: Actividad-Economia St., Zone 2, Bangued, Abra
 Telephone No.: (074)614-6918
 Website: <http://www.depedabra.com>
 e-mail: abra@deped.gov.ph



ISO 9001:2015 Certified
 Quality Management System
 CRN 50500994 QM15

Enclosure to Division Memorandum No. _____, s. 2021

Date		Participants (School Head or ICT Coordinator)
March 23, 2021	AM	Bangued, Baay-Licuan, Bucloc
	PM	Pidigan, Langiden, San Quintin, Penarrubia,
March 24, 2021	AM	Pilar, San Isidro, Villaviciosa, Boliney
	PM	Luba, Tubo, Malibcong, Sallapadan
March 25, 2021	AM	Bucay, Manabo, Daguioman
	PM	Lagayan, Danglas, La Paz
March 26, 2021	AM	Dolores, Tayum, Lagangilang
	PM	San Juan, Tineg, Lacub

