



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
SCHOOLS DIVISION OF NEGROS ORIENTAL

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Office of the Schools Division Superintendent

INTER-OFFICE MEMORANDUM  
ICT-IM-2021- 34

TO : **Assistant Schools Division Superintendents  
Chiefs, CID and SGOD  
Education Program Supervisors  
Section Heads**

FROM : **SENEN PRISCILLO P. PAULIN, CESO V**  
Schools Division Superintendent

SUBJECT : **RELEASE OF VIDEO CONFERENCING EQUIPMENT**

DATE : June 4, 2021

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1. This Office disseminates **OUA MEMO 00-0521-0077** titled ***"Release of Video Conferencing Equipment"***.
2. Video conferencing equipment will soon be released. These equipment are functionally **designed specifically for video conferencing**. These will be **deployed in office conference rooms for online meetings and 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.
3. 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.
4. Microsoft will also 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.

JUN 04 2021



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City  
Telephone Nos.: (035)225-2838 / 225-2376 / 422-7644  
Email Address: negros.oriental@deped.gov.ph

5. Attached is the OUA memo for further details of the contact persons in DepEd Central Office.
6. Immediate dissemination and compliance with this Inter-Office Memorandum is desired.

*M. Paulin*

**SENEN PRISCILLO P. PAULIN, CESO V**  
Schools Division Superintendent

6/4/2021

SPP/OSDS-ICT/RVG/rao

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Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS

Office of the Regional Director

REGIONAL MEMORANDUM  
No. \_\_\_\_\_, s. 2021

**RELEASE OF VIDEO CONFERENCING EQUIPMENT**

TO : ALL SCHOOLS DIVISION SUPERINTENDENTS  
ALL OTHERS CONCERNED

1. This Office disseminates OUA MEMO 00-0521-0077 titled **Release of Video Conferencing Equipment**.
2. Immediate dissemination and compliance with this Memorandum is required.

**SALUSTIANO T. JIMENEZ, JD, EdD, CESO V**  
Director IV  
Regional Director

STG/CAB/ICTU/JPJ



**Address:** Doña M. Gaisano St., Sudlon, Lanug, Cebu City  
**Telephone Nos.:** (032) 231-1433; (032) 414-7399  
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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](mailto: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](mailto: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), Bureau of Learner Support Services (BLSS), Higher Education Council (HEC), Central Security and Safety Office (CSSO)*

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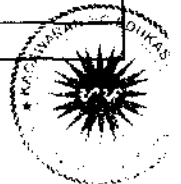


# ANNEX A

Region	Division	ALL IN ONE COLLABORATION PC AND CONFERENCING TOOLS	COLLABORATION PC	MONITOR	LARGE MONITOR	CAMERA
Central Office		15	60	58	2	18
ARMM	Regional Office		6	6		1
CAR	Regional Office		6	6		1
CARAGA	Regional Office		6	6		1
NCR	Regional Office		6	6		1
REGION I	Regional Office		6	6		1
REGION II	Regional Office		6	6		1
REGION III	Regional Office		6	6		1
REGION IV-A	Regional Office		6	6		1
REGION IV-B	Regional Office		6	6		1
REGION V	Regional Office		6	6		1
REGION VI	Regional Office		6	6		1
REGION VII	Regional Office		6	6		1
REGION VIII	Regional Office		6	6		1
REGION IX	Regional Office		6	6		1
REGION X	Regional Office		6	6		1
REGION XI	Regional Office		6	6		1
REGION XII	Regional Office		6	6		1
ARMM	BASILAN		1	1		
ARMM	LAMITAN CITY		1	1		
ARMM	Lanao del Sur I		1	1		
ARMM	LANAO SUR II		1	1		
ARMM	MAGUINDANAO I		1	1		
ARMM	MAGUINDANAO II		1	1		
ARMM	MARAWI CITY		1	1		
ARMM	SULU		1	1		
ARMM	TAWI-TAWI		1	1		
CAR	Abra		1	1		
CAR	Apayao		1	1		
CAR	Baguio City		1	1		
CAR	Benguet		1	1		
CAR	Ifugao		1	1		
CAR	Kalinga		1	1		
CAR	Mt. Province		1	1		
CAR	Tabuk City		1	1		



CARAGA	Agusan del Norte		1	1	
CARAGA	Agusan del Sur		1	1	
CARAGA	Bayugan City		1	1	
CARAGA	Bislig City		1	1	
CARAGA	Butuan City		1	1	
CARAGA	Cabadbaran City		1	1	
CARAGA	Dinagat Island		1	1	
CARAGA	Siargao		1	1	
CARAGA	Surigao City		1	1	
CARAGA	Surigao del Norte		1	1	
CARAGA	Surigao del Sur		1	1	
CARAGA	Tandag City		1	1	
NCR	Caloocan City		1	1	
NCR	City of San Juan		1	1	
NCR	Las Piñas City		1	1	
NCR	Makati City		1	1	
NCR	Malabon City		1	1	
NCR	Mandaluyong City		1	1	
NCR	Manila		1	1	
NCR	Marikina City		1	1	
NCR	Muntinlupa City		1	1	
NCR	Navotas		1	1	
NCR	Paranaque City		1	1	
NCR	Pasay City		1	1	
NCR	Pasig City		1	1	
NCR	Quezon City		1	1	
NCR	Taguig		1	1	
NCR	Valenzuela City		1	1	
REGION I	Alaminos City		1	1	
REGION I	Batac City		1	1	
REGION I	Candon City		1	1	
REGION I	Dagupan City		1	1	
REGION I	Ilocos Norte		1	1	
REGION I	Ilocos Sur		1	1	
REGION I	La Union		1	1	
REGION I	Laoag City		1	1	
REGION I	Pangasinan I, Lingayen		1	1	
REGION I	Pangasinan II, Binalonan		1	1	
REGION I	San Carlos City, Pangasinan		1	1	
REGION I	San Fernando City, La Union		1	1	
REGION I	Urdaneta City		1	1	
REGION I	Vigan City		1	1	
REGION II	Batanes		1	1	
REGION II	Cagayan		1	1	
REGION II	Cauayan City		1	1	
REGION II	City of Ilagan		1	1	



REGION II	Isabela Province		1	1	
REGION II	Nueva Vizcaya		1	1	
REGION II	Quirino		1	1	
REGION II	Santiago City		1	1	
REGION II	Tuguegarao City		1	1	
REGION III	ANGELES CITY		1	1	
REGION III	AURORA		1	1	
REGION III	BALANGA CITY		1	1	
REGION III	BATAAN		1	1	
REGION III	BULACAN		1	1	
REGION III	CABANATUAN CITY		1	1	
REGION III	CITY OF SAN FERNANDO		1	1	
REGION III	CITY OF SAN JOSE DEL MONTE		1	1	
REGION III	GAPAN CITY		1	1	
REGION III	MABALACAT CITY		1	1	
REGION III	MALOLOS		1	1	
REGION III	MEYCAUAYAN CITY		1	1	
REGION III	NUEVA ECIIJA		1	1	
REGION III	OLONGAPO CITY		1	1	
REGION III	PAMPANGA		1	1	
REGION III	SAN JOSE CITY		1	1	
REGION III	SCIENCE CITY OF MUÑOZ		1	1	
REGION III	TARLAC CITY		1	1	
REGION III	TARLAC PROVINCE		1	1	
REGION III	ZAMBALES		1	1	
REGION IV-A	Antipolo City		1	1	
REGION IV-A	Bacoor City		1	1	
REGION IV-A	Batangas City		1	1	
REGION IV-A	Batangas Province		1	1	
REGION IV-A	Binan City		1	1	
REGION IV-A	<b>Cabuyao City</b>		1	1	
REGION IV-A	Calamba City		1	1	
REGION IV-A	Cavite City		1	1	
REGION IV-A	Cavite Province		1	1	
REGION IV-A	Dasmariñas City		1	1	
REGION IV-A	General Trias City		1	1	
REGION IV-A	Imus City		1	1	
REGION IV-A	Laguna		1	1	
REGION IV-A	Lipa City		1	1	
REGION IV-A	Lucena City		1	1	
REGION IV-A	Quezon Province		1	1	
REGION IV-A	Rizal		1	1	
REGION IV-A	San Pablo City		1	1	
REGION IV-A	Sta. Rosa City		1	1	
REGION IV-A	Tanauan City		1	1	
REGION IV-A	Tayabas City		1	1	
REGION IV-B	Calapan City		1	1	

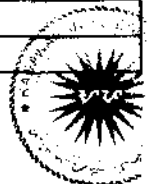


REGION IV-B	Marinduque		1	1	
REGION IV-B	Occidental Mindoro		1	1	
REGION IV-B	Oriental Mindoro		1	1	
REGION IV-B	Palawan		1	1	
REGION IV-B	Puerto Princesa City		1	1	
REGION IV-B	Romblon		1	1	
REGION V	Albay		1	1	
REGION V	Camarines Norte		1	1	
REGION V	Camarines Sur		1	1	
REGION V	Catanduanes		1	1	
REGION V	Iriga City		1	1	
REGION V	Legaspi City		1	1	
REGION V	Ligao City		1	1	
REGION V	Masbate City		1	1	
REGION V	Masbate Province		1	1	
REGION V	Naga City		1	1	
REGION V	Sorsogon City		1	1	
REGION V	Sorsogon Province		1	1	
REGION V	Tabaco City		1	1	
REGION VI	Aklan		1	1	
REGION VI	Antique		1	1	
REGION VI	Bacolod City		1	1	
REGION VI	Bago City		1	1	
REGION VI	Cadiz City		1	1	
REGION VI	Capiz		1	1	
REGION VI	Escalante City		1	1	
REGION VI	Guimaras		1	1	
REGION VI	Iloilo City		1	1	
REGION VI	Iloilo Province		1	1	
REGION VI	Kabankalan City		1	1	
REGION VI	La Carlota City		1	1	
REGION VI	Negros Occidental		1	1	
REGION VI	Passi City		1	1	
REGION VI	Roxas City		1	1	
REGION VI	Sagay City		1	1	
REGION VI	San Carlos City, Negros Occidental		1	1	
REGION VI	Silay City		1	1	
REGION VI	Himalayan City		1	1	
REGION VI	Sipalay City		1	1	
REGION VII	Bais City		1	1	
REGION VII	Bayawan City		1	1	
REGION VII	Bogo City		1	1	
REGION VII	Bohol		1	1	
REGION VII	Carcar City		1	1	
REGION VII	Cebu City		1	1	
REGION VII	Cebu Province		1	1	
REGION VII	City of Naga, Cebu		1	1	





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		



REGION XI	Davao City		1	1		
REGION XI	Davao del Norte		1	1		
REGION XI	Davao del Sur		1	1		
REGION XI	Davao Occidental		1	1		
REGION XI	Davao Oriental		1	1		
REGION XI	Digos City		1	1		
REGION XI	Island Garden City of Samal		1	1		
REGION XI	Mati City		1	1		
REGION XI	Panabo City		1	1		
REGION XI	Tagum City		1	1		
REGION XII	Cotabato City		1	1		
REGION XII	General Santos City		1	1		
REGION XII	Kidapawan City		1	1		
REGION XII	Koronadal City		1	1		
REGION XII	North Cotabato		1	1		
REGION XII	Sarangani		1	1		
REGION XII	South Cotabato		1	1		
REGION XII	Sultan Kudarat		1	1		
REGION XII	Tacurong City		1	1		
			15	385	383	2
						35



01JAD00-0521-1077  
 To assist in the election process  
 please scan the QR code

