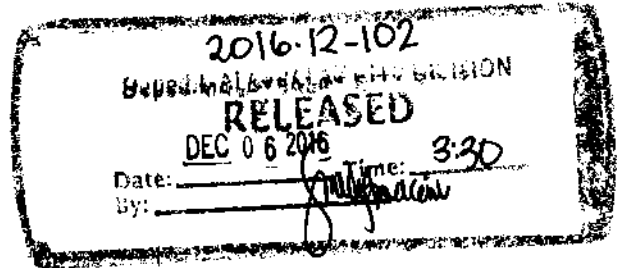




Republic of the Philippines
Department of Education
Region X
DIVISION OF MALAYBALAY CITY
Sayre Highway, Casisang, Malaybalay City
Telefax # 088-314-0094



DIVISION MEMORANDUM

No. 661, s. 2016

TO : Chief Education Supervisors and Staff, CID and SGOD
School Heads (Elementary and Secondary)
All Others Concerned

FROM: 
EDILBERTO L. OPLENARIA, CESO VI
Schools Division Superintendent *q*

Date: December 5, 2016

Re : Evaluation and Presentation of the Teacher-developed Digital Interactive Instructional Materials (IMs) (Deliverable 3 of the ReP)

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1. As part of the process in developing interactive IMs, this Office hereby directs all school heads to require the school participants as specified in Enclosure 1 to attend the 1-day Evaluation and Presentation of the Teacher-developed Digital Interactive IMs (*Deliverable 3 of the ReP ICT4Ed: The High Tech Teachers in Malaybalay City*) on December 19, 2016 at Loiza's Pavilion, Casisang, Malaybalay City.
 2. This activity aims to:
 - 2.1. Come up with quality interactive IMs;
 - 2.2. Enable participants to gain insights from the output presentation;
 - 2.3. Recognize participants with excellent output; and,
 - 2.4. Upload the digital interactive IMs into the ICT4Ed Digital Library Portal
 3. All participants are directed to bring the following:
 - 3.1. Laptop (1 laptop per participant)
 - 3.2. Extension Wire
 - 3.3. Quality-assured Interactive IMs of the teacher-participant

4. A Registration Fee of Three Hundred Pesos only (PhP 300.00) per participant shall be paid to this Office through the Division Cashier on or before December 14, 2016 to cover expenses for the meals (Lunch) and snacks (AM & PM). Travelling expenses incurred during this activity shall be charged to the local funds/school MOOE subject to the existing accounting and auditing rules and regulations.

5. Further, you are informed that the Certificate of Participation of all school participants shall be provided by the ICT4Ed Project Team to the Accounting Section for attachment to your liquidation.

6. Should there be queries on this activity, the school heads or concerned participants are advised to refer it to Jutchel L. Nayra, DPA, Project Manager, through this contact number 09352852051.

7. For compliance.

Encl: As stated

Copy furnished:
Records Unit
AO File-J.L. Nayra

TO BE POSTED IN THE WEBSITE