



Republic of the Philippines
Department of Education
Region I

SCHOOLS DIVISION OFFICE OF PANGASINAN II

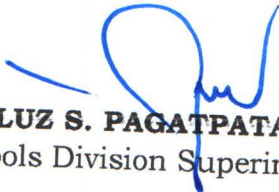
December 27, 2024

DM. NO. 009 s. 2025

DCP ADOPTION: EMPOWERING TEACHERS IN DCP RECIPIENT SCHOOLS IN SDO PANGASINAN II

- To: Public Schools District Supervisor
Public Secondary Principals/School Heads of DCP Recipient Schools of e-Learning Cart (e-LC) 2022, 2023, and 2024
Others Concerned
1. The Department of Education Central Office – Information and Communication Technology Services (DepEd-ICTS) through DepEd SDO 1 Pangasinan – ICT Unit will conduct a simultaneous **Three-Day Live-In Capacity Building for DCP Adoption: Empowering Teachers in DCP Recipient Schools in SDO Pangasinan II** on January 8-10, 2025, at Cozy Place Resort, Rosales, Pangasinan.
 2. This activity aims to:
 - a) Integrate Microsoft 365 suite applications to facilitate teaching and learning process. Enhance educational practices and improve learning outcomes.
 - b) Create appropriate learning and teaching materials, as well as comprehensive and organized reports, using Microsoft 365 suite applications.
 - c) Utilize Microsoft 365 applications in making assessment tools and reports.
 3. School Heads from DCP Batches 2022, 2023 and 2024 e-Learning Cart (e-LC) Recipient Schools are advised to nominate two (2) teachers (preferably school ICT coordinator-teacher) as participants to this activity. If the school ICT coordinator is a non-teaching personnel, the school head should nominate another teacher in lieu of the non-teaching school ICT coordinator. All participants in this activity must be active teaching personnel. *Please see Annex A for the list of recipient schools and their number of participants.*
 4. Nominated participants are required to register on this link: <https://forms.office.com/r/SAGbBx7cM4> on or before January 7, 2025. The link is restricted to Microsoft O365 account.
 5. Technical Requirements
 - a. All attendees must have an active Microsoft O365 account to participate in the various Microsoft application integration workshops.

- b. Participants are required to bring laptop, pocket-Wi-Fi/broadband device with at least three (3) days' worth of internet data allowance, as well as extension cord.
6. School heads shall prepare a contingency plan so that the personnel identified as participants to this activity shall provide their learners with appropriate Self-learning Modules in adherence to distance learning modality to ensure no disruption of classes in compliance to DO No. 9, s. 2005.
7. Expenses related to this activity, including board and lodging, as well as supplies and materials, shall be charged to FY 2023 Sub-ARO No. ROI-24-0751. Meanwhile, participants' travel expenses shall be charged to school MOOE or local funds, subject to the usual accounting and auditing rules and procedures.
8. For activities scheduled on Saturdays and Sundays, service credits or compensatory time-off (CTO) shall be granted to the participants and member of the Program Management Team pursuant to the guidelines specified in DepEd Order Nol. 53, s. 2023 on the Updated Guidelines on Grant of Vacation Service Credits to teachers and CSC-DBM Joint Circular No. 2, s. 2024 on Non-Monetary Remuneration for Overtime Services Rendered, whichever is appropriate and applicable.
9. This following division personnel shall serve as Technical Working Group. Resource Persons:
- Brent S. Coronado – Information Technology Officer I*
Francis Henry P. Palaruan – Project Development Officer II
Christian S. Castillo – Administrative Officer II
Jose Paolo C. Palma – Administrative Officer II
Christoper D. De Dios – Administrative Officer II
Janji Sigmond S. Villanueva – Administrative Officer II
Ronnie B. Piapa Cruz Administrative Officer II
10. Immediate dissemination of this memorandum is desired.


VIVIAN LUZ S. PAGATPATAN, CESO VI
Schools Division Superintendent



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ANNEX A: List of DCP e-LC Package Recipient Schools of 2022, 2023, and 2024 and their Number of Participants

eLC 2022

No.	District	School ID	School Name	No. of Participants
1	Manaoag	300280	Baguinay NHS	2
2	Manaoag	300320	Lipit NHS	2
3	Mangaldan I	300326	Mangaldan NHS	2
4	Mangaldan II	300304	David NHS	2
5	San Fabian I	300272	Ambalangan Dalin NHS	2
6	San Fabian I	300274	Anonang NHS	2
7	San Fabian II	300345	San Fabian NHS	2
8	San Jacinto	300321	Lobong NHS	2
9	Alcala	300276	Arboleda NHS	2
10	Alcala	501897	Atainan-Caranglaan IS	2
11	Bautista	300282	Baluyot NHS	2
12	Bautista	300302	Coloscaoayan NHS	2
13	Binalonan I	300307	Juan G. Macaraeg NHS	2
14	Binalonan I	300346	San Felipe NHS	2
15	Binalonan II	300362	Sumabnit NHS	2
16	Laoac	300295	Cabilaoan Agro-Industrial HS	2
17	Laoac	500622	Castusu IS	2
18	Pozorrubio I	300332	Palguyod NHS - JHS	2
19	Pozorrubio I	300332	Palguyod NHS - SHS	2
20	Pozorrubio II	300311	Eugenio P. Perez NHS	2
21	Pozorrubio II	300329	Nama NHS	2
22	Sison	300279	Alejandro F. Oligan HS (Asan Sur NHS)	2
23	Sison	300269	Alibeng NHS	2
24	Sto. Tomas	300275	Antonio P. Villar NHS	2
25	Villasis I	300271	Amamperez Agro-Industrial HS	2
26	Villasis I	300284	Barangobong NHS	2
27	Villasis II	300366	Unzad NHS	2
28	Asingan I	300299	Carosucan Norte NHS	2
29	Asingan I	300300	Carosucan Sur NHS	2
30	Asingan II	500387	San Vicente West IS	2
31	Balungao	300281	Balungao NHS	2
32	Balungao	300344	San Aurelio NHS	2
33	Natividad	300331	Natividad NHS	2
34	Natividad	300343	Salud-San Eugenio NHS	2
35	Rosales I	300314	Guiling-Coliling NHS	2
36	Rosales I	300341	Rosales NHS	2



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37	Rosales II	300351	San Luis NHS	2
38	San Manuel	321208	Don Robert B. Estrella, Sr. NHS	2
39	San Manuel	300328	Mataas Na Paaralang Juan C. Laya	2
40	San Nicolas I	500379	San Felipe IS	2
41	San Nicolas I	300347	San Isidro NHS	2
42	San Nicolas II	300296	Cacabugaoan NHS	2
43	San Nicolas II	300303	Dalumpinas NHS	2
44	San Quintin	300318	Lagasit NHS	2
45	San Quintin	300356	San Quintin NHS	2
46	Sta. Maria	300309	Eastern Pangasinan Agricultural College	2
47	Sta. Maria	500623	Sta. Maria East IS	2
48	Tayug I	300363	Tayug NHS - JHS	2
49	Tayug II	300333	Panganiban NHS - JHS	2
50	Umingan I	300316	La Paz NHS	2
51	Umingan I	300327	Maseil-seil Alo-o NHS	2
52	Umingan II	300338	Prado NHS	2
53	Umingan II	501898	San Vicente IS	2
TOTAL				106



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No.	District	School ID	School Name	No. of Participants
1	Alcala	300345	San Fabian NHS	2
2	Manaoag	300294	Cabanbanan NHS	2
3	Mangaldan I	500388	Gueguesangen IS	2
4	Mangaldan II	500383	Mangaldan IS	2
5	San Fabian I	300289	Binday NHS	2
6	San Fabian II	300323	Mabilao NHS	2
7	San Jacinto	300348	San Jacinto NHS	2
8	Mangaldan I	300304	David NHS	2
9	Bautista	300286	Bautista NHS	2
10	Binalonan I	300285	Batasan NHS	2
11	Binalonan II	500003	Bugayong IS	2
12	Laoac	500381	Calmay IS	2
13	Pozorrubio I	300342	Rosario NHS	2
14	Pozorrubio II	300330	Nantangalan NHS	2
15	Sison	300317	Labayug NHS	2
16	Sto. Tomas	321203	San Antonio NHS	2
17	Villasias I	300298	Capulaan NHS	2
18	Villasias II	500624	Tombod IS	2
19	Asingan I	300273	Angela Valdez Ramos NHS	2
20	Asingan II	300277	Ariston-Bantog NHS	2
21	Balungao	300339	Rajal Angayan NHS	2
22	Natividad	300352	San Macario NHS	2
23	Rosales I	300340	Robert B. Estrella Memorial NHS	2
24	Rosales II	300351	San Luis NHS	2
25	San Manuel	500005	Flores IS	2
26	San Nicolas I	300354	San Nicolas National High School	2
27	San Nicolas II	300359	Sta. Maria NHS	2
28	San Quintin	500386	Lumayao IS	2
29	Sta. Maria	500384	Sta. Cruz IS	2
30	Tayug I	300363	Tayug NHS - SHS	2
31	Tayug II	300333	Panganiban NHS - SHS	2
32	Umingan I	300283	Baracbac NHS	2
33	Umingan II	300293	Cabalitian NHS	2
TOTAL				66



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eLC 2024

No.	District	School ID	School Name	No. of Participants
1	Manaoag	300294	Cabanbanan NHS	2
2	San Fabian I	500006	San Fabian IS	2
3	Bautista	300302	Coloscaoayan Nhs	2
4	Binalonan I	502306	Sta. Catalina IS	2
5	Laoac	500382	Don Maximo G. Gombio Panaga-Tabao IS	2
6	Pozorrubio I	300342	Rosario National High School	2
7	Pozorrubio II	300306	Don Benito Agro -Industrial High School	2
8	Villasis I	300334	Piaz National High School	2
9	Alcala	502204	Gualsic Integrated School	2
10	Asingan I	501117	Calepaan IS	2
11	Balungao	300350	San Leon National High School	2
12	Natividad	300353	San Miguel NHS	2
13	Rosales I	300340	Robert B Estrella Memorial NHS	2
14	San Manuel	300360	Sto. Domingo National High School	2
15	San Nicolas I	300357	San Rafael National High School	2
16	San Nicolas II	300324	Malico NHS	2
17	San Quintin	500386	Lumayao Integrated School	2
18	Sta. Maria	500623	Sta. Maria East Is	2
19	Umingan I	300365	Umingan National High School	2
20	Umingan II	501898	San Vicente Integrated School	2
TOTAL				40

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