

Republic of the Philippines
DEPARTMENT OF EDUCATION

Region VII, Central Visayas

SCHOOLS DIVISION OF NEGROS ORIENTAL

Capitol Area, Dumaguete City

www.depednegor.net

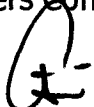
negros.oriental@deped.gov.ph

(035) 225 2376 / 225 2838 / 422 5283

Division Memorandum

No. 614, s 2017

To : Chiefs, CID and SGOD
Division Education Public Supervisors
Concerned Public Schools District Supervisors/ District In-Charge
Concerned Elementary and Secondary School Heads
Concerned Teachers and School ICT Coordinators
All Others Concerned

From: 
SALUSTIANO T. JIMENEZ, CESO VI
OIC- Office of the Asst. Regional Director
Concurrent Schools Division Superintendent

11/2/17

Subject: **REGIONAL ICT SUMMIT**

Date: October 31, 2017

1. As per Regional Memorandum no. 0725, s. 2017, the Regional Office VII will conduct **Regional ICT Summit 2017** which aims to:
 - a. update ICT Practitioners in DepEd on emerging technologies;
 - b. start the culture of sharing and collaborating in integrating ICT in teaching, learning, and governance;
 - c. provide a forum to update everyone on the current ICT projects and implementations in DepEd as well as future plans; and
 - d. recognize ICT Best Practices and implementers
2. The Summit will be conducted at Golden Peak Hotel, Cebu City on November 13-14, 2017.
3. Each Division Office is required to set up a booth showcasing their best ICT innovation. A people's Choice Award will be given to the booth that has the most votes coming from the participants.
4. Division participants for the Regional Summit are as follows:
 - a. Schools Division Superintendent
 - b. Chief of the Curriculum Implementation Division
 - c. Chief of the Schools Governance Operations Division

03 NOV 2017





Republic of the Philippines

DEPARTMENT OF EDUCATION

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- d. Division IT Officer
 - e. Ayungon I District PSDS
 - f. Ayungon NHS School Head
 - g. Ayungon NHS ICT Proponent Teacher (Teaching and Learning Category)
 - h. Division NODIS Developers (3)
 - i. SEPS in Planning and Research
 - j. PDO II in LRMS
 - k. Selected Working Committee Members (3)
5. Travelling expenses and other incidental expenses of the participants to and from the venue shall be charged to local funds, subject to usual accounting and auditing rules and regulations.
 6. For reference, find the following attachments:
 - a. Regional Memorandum
 - b. Updated version of the Memorandum released by Central Office
 - c. Division ICT Summit Working Committee
 7. The identified Working Committee Members shall convene at the Schools Division Office on November 4, 2017 for the finalization of the needed documentation and are entitled for a one day Service Credit/ CTO.
 8. This serves as Travel Order.
 9. Immediate dissemination of this Memorandum is desired.

MA'AM GAO



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City



REGIONAL MEMORANDUM

No. **0725**, s. 2017

Di: 10/11/17


OCT 09 2017

Regional ICT Summit 2017

TO : ALL SCHOOLS DIVISION SUPERINTENDENTS
ALL CONCERNED

1. As prelude to the **DepEd National ICT Summit 2017**, the Regional Office VII will conduct its own ICT Summit which aims to:
 - a. update ICT practitioners in DepEd on emerging technologies;
 - b. start the culture of sharing and collaborating in integrating ICT in the teaching, learning, and governance;
 - c. provide a forum to update everyone on the current ICT projects and implementations in DepEd as well as future plans; and
 - d. recognize ICT Best Practices and implementers.
2. The Regional Summit will feature keynote speeches, exhibits, and breakout sessions which will cover updated information and pressing matters, which concern the use, implementation, and development of ICT in the field of education.
3. During the conduct of the summit which will happen on **November 13-14, 2017** at **Hotel Fortuna, N. Bacalso Ave., Cebu City**, the Regional Office will select amongst the 19 Divisions, the ICT Best Practices and Implementers, three (3) winners each for the following categories:
 - a. **Regional Best ICT Innovation for Teaching and Learning** – this category highlights the intensification of the use of the DepEd Computerization Program (DCP) packages and other available technologies integrated in the curriculum.
 - b. **Regional Best ICT Innovation for Governance** – this category features ICT ingenuities that further improve DepEd services in the schools, division, and regional levels.
4. Prior to the conduct of the Regional ICT Summit, the 19 Divisions of Region VII will either conduct their own ICT Summit or conduct an activity to search for the Division's Best ICT Innovation and Implementers which will be the Division's entry to the Regional Search.
5. The First Place winners of the two (2) categories will be Region VII's entry to the National ICT Summit's Search for Best ICT Innovation and Implementers.
6. During the summit, each Division Office is required to set up a booth showcasing their best ICT innovation. A People's Choice Award will be given to the booth that has the most votes coming from the participants.
7. The name of the Division representative shall be submitted to the Regional Office together with the required documentation on or before **November 3, 2017**.
8. Attached is the DepEd Memo No. 143 s 2017. An updated version of the memo is yet to be released by the Central Office.

9. The Search for Best ICT Innovation updated guidelines together with the rubrics will be released separately.
10. Schools are encouraged to participate in their respective Division's search for best ICT innovations.
11. For inquiries, please contact your respective Division ITO or you may contact the regional office by sending an email to region7@deped.gov.ph.
12. Immediate dissemination of this Memorandum is desired.


JULIET A. JERUTA, Ph.D., CESO V
Regional Director
Officer-in-Charge

JAI/ICTU/JPJ



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City



REGIONAL MEMORANDUM

OCT 30 2017

No. **0801**, s. 2017

Addendum/Corrigendum to RM 0725 s. 2017 - Regional ICT Summit 2017

TO : ALL SCHOOLS DIVISION SUPERINTENDENTS
ALL CONCERNED

1. Pursuant to RM 0725 S 2017 – Regional ICT Summit 2017, below are the expected participants from DepEd.

Region	Count
Regional Director	1
Assistant Regional Director	1
Functional Division Chiefs	6
Regional Attorney	1

Division	Count
Schools Division Superintendent	19
Assistant Schools Division Superintendent	19
SGOD Chief	19
CID Chief	19
Division ITO**	19

School (Division's Entry to Best ICT Innovation - Governance)	Count
Principal/School Head	19
School ICT Coordinator	19
Teacher	19

School (Division's Entry to Best ICT Innovation - Teaching & Learning)	Count
Principal/School Head	19
School ICT Coordinator	19
Teacher	19

Total Expected Participants 218

2. In the event that the Division Office do not have an entry for either of the categories, the allocated number of expected participants for the said category will be forfeited. No representative is allowed.

3. However, for the positions namely, Schools Division Superintendent (SDS), ASDS, CID Chief and SGOD Chief, a representative is allowed should it be that they are not available.
4. The search for best ICT innovations both governance and teaching and learning will be judged based on the attached latest rubrics.
5. SDO's entry to the search for best ICT innovation must submit the following not later than Monday, November 6, 2017:
 - a. a five- to ten-minute video presentation of the project; and
 - b. monitoring and evaluation files
6. The video presentation must follow the below listed guidelines:
 - a. It must be a 5 to 10-minute video with the following information are shown:
 - a. Title of the ICT Innovation
 - b. What is it about? (Description of the innovation)
 - c. Show/Demonstrate how the innovation works
 - d. Testimonials (optional)
 - b. File must be in .mp4 format
7. The submitted video and monitoring and evaluation files will be evaluated by the Regional ICT Innovations Screening Committee.
8. During the event, the Regional ICT Innovations Screening Committee will conduct an interview with the proponents of the ICT innovation of the different division which may include the request to have a demonstration of the said innovation.
9. Likewise, participants will be asked to rate the entries based on the display and/or demo done in the respective division booths.
10. The rating of the Screening Committee will form 75% of the total rating and the 25% will be taken from the consolidated rating of the summit participants.
11. Division ITOs and members of the working committee are required to be in the venue starting November 11, 2017 until November 14, 2017 for the summit preparations. Attached is the list of the working committee members. First meal for the working committee is dinner of November 11, 2017 while for the participants is dinner of Day 0 (November 12, 2017).
12. The 2 days of board and lodging, meals of the participants and the 4 days of board and lodging and meals of the working committee will be charged against ICT Funds (OSEC-). Travelling expenses of the participants and working committee will also be charged against the ICT Funds (OSEC-) subject to the usual accounting and auditing rules and regulations.
13. Attached is DM 0143 s 2017 and the unnumbered memorandum from DepEd ICTS entitled "Updated Guidelines, Rubrics, and Terms of Reference on Holding the Regional DepEd ICT Summits.

15. The Division Office may send an additional staff to take charge of the division booth during the summit. However, expenses (accommodation, meals, travel) of the said staff will be charged against the Division MOOE or local funds subject to the usual accounting and auditing rules and regulations.
16. For inquiries, please contact your respective Division ITOs or you may contact the regional office by sending an email to johnnyline.jagdon@deped.gov.ph.
17. Immediate dissemination of this Memorandum is desired.



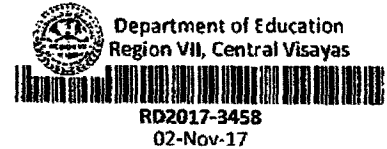
JULIET A. JERUTA, Ph.D., CESO V

Regional Director

Officer-in-Charge

JAJ/ICTU/JPJ

ICT/MRS. Johnnyline



Department of Education
Region VII, Central Visayas

RD2017-3458
02-Nov-17

Republic of the Philippines
Department of Education

URGENT

23 OCT 2017

DepEd MEMORANDUM
No. **171**, s. 2017

CHANGES IN DEPED MEMORANDUM NO. 143, S. 2017
(National and Regional DepEd ICT Summits)

To: Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public and Private Elementary and Secondary Schools Heads
All Others Concerned

1. The National and Regional Summits of the Department of Education (DepEd)-Information and Communications Technology Service was announced through DepEd Memorandum No. 143, s. 2017 entitled *National and Regional DepEd ICT Summits*. However, Paragraphs 1, 7, 8, and 9 of said Memorandum are hereby changed as follows:

a. **Paragraph 1**

1. The Department of Education (DepEd), through the Information and Communications and Technology Service (ICTS), will hold the National ICT Summit with the theme *Digital Transformation for the KID (K to 12 + ALS, ICT, DepEd)* from **December 7 to 8, 2017**.

b. **Paragraph 7**

7. All regional directors, schools division superintendents, school heads, ICT coordinators/focal persons, information technology officers, and all others concerned are enjoined to extend full administrative support to the conduct of the Summits.

c. **Paragraph 8**

8. Funds to subsidize the conduct of the Regional Summits shall be downloaded to the ROs, chargeable to the 2017 DCP Funds. The allocated amount for each region shall cover the venue, board and lodging, travel (transportation and per diem) of participants to and from the venue, and other incidental expenses relevant to the actual conduct of the Regional Summits. Board and lodging, travel, and other expenses relative to the on-site validation and/or evaluation of division applicants to the ICT Best Practices Awards by the Regional Selection Process Committees shall also be charged to the downloaded funds. All expenses mentioned shall be subject to the usual accounting and auditing rules and regulations.

d. Paragraph 9

9. Venue, board and lodging, prizes for the ICT Best Practices Awards, travel expenses (transportation and per diem) of participants from DepEd and its attached agencies to and from the venue, and other incidental expenses relevant to the conduct of the National Summit shall be charged to the 2017 DCP Funds. All expenses mentioned shall be subject to the usual accounting rules and regulations.

2. **The General Guidelines on the Conduct of the National and Regional Summits are also revised (copy enclosed).**

3. All provisions stated in DM 143, s. 2017 still remain.

4. For more information, all concerned may contact Mr. Gerard Atienza, National ICT Summit Organizing Committee, at telephone no. (02) 633-7264 or through email address: ictsummit@deped.gov.ph

5. Immediate dissemination of this Memorandum is desired.


LEONOR MAGTOLIS BRIONES
Secretary

Encl.:

As stated

Reference:

DepEd Memorandum (No. 143, s. 2017)

To be indicated in the Perpetual Index
under the following subjects:

BASIC EDUCATION
CHANGE
CONFERENCE
INFORMATION TECHNOLOGY
PRIZES OR AWARDS
PROGRAMS
PROJECTS

APA R-DM Changes in DM 143, s. 2017
0821/September 5, 2017

THE DEPED ICT SUMMITS

General Guidelines on the Conduct of the National and Regional Summits

Tagline, Theme, and Objectives

The DepEd ICT Summits' tagline is *Cultivating a Culture of ICT Excellence*.

With this year's theme *Digital Transformation for the KID (K-12 + ALS, ICT, DepEd)*, the Summits aim to:

- Update ICT practitioners in DepEd on emerging technologies;
- Start the culture of sharing and collaborating of ICT in teaching, learning, and governance;
- Provide a forum to update everyone on current ICT projects and implementations in DepEd as well as future plans; and
- Recognize ICT best projects and implementers.

Regional Summits

The Regional Summits will be conducted using the following structure:

Participants

Expected participants of the Regional Summits shall be the following:

1. Regional Office (RO)
 - a. The Regional Director (RD)
 - b. The Assistant RD
 - c. The Regional Information Technology Officer (ITO)
2. Schools Division Offices (SDO)
 - a. Schools Division Superintendents (SDS)
 - b. The Assistant SDS
 - c. Division ITOs
3. Representatives of applicant divisions for the Regional ICT Best Practices Awards
 - a. School heads
 - b. School ICT coordinators
 - c. Proponent personnel from the candidate division
4. The Regional Summit Organizing Committee
5. Representatives from the DepEd Central Office (CO)

Funding

Funds to subsidize the conduct of the Regional Summits shall be downloaded to the ROs, chargeable to 2017 DCP funds.

The allocated amount for each region shall cover the venue, board and lodging, travel expenses (transportation and per diem) of participants to and from the venue, and other incidental expenses relevant to the actual conduct of the Regional Summits.

Board and lodging, travel, and other expenses relative to the validation/evaluation of Division ICT Best Practices applicants by the Regional Selection Process Committees (RSPC) will be charged to the downloaded fund.

Expenses mentioned above are subject to the usual accounting and auditing rules and regulations.

Conduct of the Summits

1. Prior to the holding of the Regional Summits, the RSPCs shall conduct an on-site validation and/or evaluation of ICT Best Practices applicants from the Divisions. *(See ICT Best Practices Awards Guidelines/Mechanics for the mechanics and guidelines.)*
2. Each region, spearheaded by the RO, will hold their respective Regional Summits on dates not later than 15 November 2017, at a venue to be determined by the RO.
 - a. Each Regional Summit may last for at most two (2) days, exclusive of travel time for the participants.
 - b. The RO may choose topics or panels they see fit for their jurisdictions; they however, must conform to the Summit's theme when considering topics and panels to include in their respective programs. *(See National Summit Program of Activities for an example that ROs can refer to when creating their own schedules.)*
 - c. During the conduct of the Regional Summit, the RO must hold the Regional ICT Best Practices Awards, where participants and regional juries select the region's representatives for the National ICT Best Practices Awards. *(See ICT Best Practices Awards Guidelines/Mechanics for the mechanics and guidelines.)*

The National Summit

The National Summit will be conducted using the following structure:

Participants

Participants for the National Summit shall be the following:

1. The DepEd Executive Committee
 - a. The Secretary of Education and their staff
 - b. Undersecretaries and assistant secretaries, and their staff
2. The DepEd Management Committees
 - a. Directors of CO bureaux, services, and offices
 - b. Selected CO division chiefs
 - c. RDs and SDSs
3. Regional ITOs
4. Division ITOs
5. Regional representatives for the National ICT Best Practices Awards
 - a. School heads
 - b. School ICT coordinators
 - c. Proponent personnel from the candidate division
6. The National ICT Summit Organizing Committee
7. Selected guests from the public and private sectors

Funding

Venue, board and lodging, prizes for the ICT Best Practices Awards, travel expenses (transportation and per diem) of participants from DepEd and its attached agencies to and from the venue, and other incidental expenses relevant to the actual conduct of the National Summit shall be charged to the 2017 DCP funds.

Expenses mentioned are subject to the usual accounting and auditing rules and regulations.

Conduct of the National Summit

The DepEd CO, through the ICTS, will hold the National Summit on 7-8 December 2017.

- a. The National Summit will last for two (2) days, exclusive of travel time for the participants.
- b. The working program of activities, together with prospective topics and panels that will be included in the National Summit, are listed in *National Summit Program of Activities*.
- c. During the National Summit, the National ICT Best Practices Awards will highlight the achievements of the candidates from the Regional ICT Best Practices Awards, and select the top three finalists of the National ICT Best Practices Awards for each category. *(See ICT Best Practices Awards for the mechanics and guidelines.)*



THE DEPED ICT SUMMITS

ICT Innovations Awards

Rubrics for Judging Teaching and Learning

Project ID	
Name of Project	
School	
Division	
Region	
School Head	
Proponents	



Criteria		Score	Score	Score	Score	% of Total Score	Notes
		4	3	2	1		
Achievement (30%)	Participation of school management	The school management is fully and visibly involved in all areas of the project, including conceptualization, implementation, and evaluation.	The school management is directly and visibly involved in at least two areas of the project, (conceptualization, implementation, and evaluation).	The school management is partly involved in the project, or is visibly involved in at one area of the project, (conceptualization, implementation, and evaluation).	The participation of the school management is not at all visible at any areas of the project (conceptualization, implementation, or evaluation).	10%	
	Promoting usage of DCP packages	The project integrates 100% usage of equipment and knowledge embodied in the DCP package provided to the school.	The project integrates at least 50-75% usage of equipment and knowledge embodied in the DCP package provided to the school.	The project integrates 25-49% usage of equipment and knowledge embodied in the DCP package provided to the school.	The project exhibited very little to no usage of equipment and knowledge embodied in the DCP package.	10%	
	Support of the school communities	The school community exhibits full support and is fully and visibly involved in all areas of the project, including conceptualization, implementation, and evaluation.	The school community exhibits support and is directly and visibly involved in at least two areas of the project (conceptualization, implementation, and evaluation).	The school community exhibits partial support and is directly and visibly involved in at least one area of the project (conceptualization, implementation, and evaluation).	The support and participation of the school community is not at all visible at any areas of the project (conceptualization, implementation, or evaluation).	10%	
Effectiveness (30%)	Outcome and functionality of the project	The project significantly realized a highly conducive and beneficial learning experience to the learner (e.g., added engagement, improved attendance, etc.); such experience is well documented and validated (e.g., increase in achievement levels).	The project demonstrated a tangible effect on the learner's learning experience, and such an effect is well documented and validated.	The project demonstrated a tangible effect on the learner's learning experience; while it relies on insufficient documentation, feedback and validation come from reliable sources.	The project demonstrated a minimal effect on the learner's learning experience; feedback and validation is unreliably sourced out.	20%	



Criteria		Score	Score	Score	Score	% of Total Score	Notes
		4	3	2	1		
Effectiveness (30%)	Length of project implementation	The project is operational for three full school years or more.	The project is operational for two full school years.	The project is operational for one full school year.	The project is operation for less than one full school year, but for at least six full months.	10%	
	Documentation (Monitoring & Evaluation files and video)	The documentation provided clearly provides the project's cost-effectiveness and impact in the community by documenting its set of objectives, performance indicators, logical framework, and formal surveys, among others. Video shows complete and logical presentation of the project - from planning, implementation, impact to teachers, learners, administrators, parents and school community until its current status. All sources and media used were properly cited.	The project was able to document its set of objectives, performance indicators, logical framework, and formal surveys, among others, but shows minimal proof of cost-effectiveness and impact in the community. Video presentation shows a complete presentation - It includes planning, implementation, impact to teachers, learners, administrators, parents and/or school community until its current status - yet the presentation is not logical. All sources and media used were properly cited.	The project was able to document its set of objectives, performance indicators, and logical framework, among others, but failed to document its cost-effectiveness and impact in the community. Video presentation is incomplete and in illogical order. Some sources and media used were properly cited.	The project failed to submit any Monitoring and Evaluation documentation in any form. Video presentation (if at all existent) is incomplete and in illogical order. No sources and media used were properly cited.	10%	
Sustainability (20%)	Replicability of the project	Based on the documentation provided, the project can be replicated and for use in a large scale in any school using minimum requirements that can be adopted by all, regardless of jurisdiction or specific purpose.	Based on the documentation provided, the project can be replicated and for use in any school using minimum requirements that can be adopted by schools in a large scale within a specific jurisdiction (Divisions, Regions).	Based on the documentation provided, the project can only be used in small scale using minimum requirements that can be adopted by schools within a jurisdiction (schools).	Based on the documentation provided, the project can only be used by the process owner/s without regard to other jurisdictions or purposes.	5%	

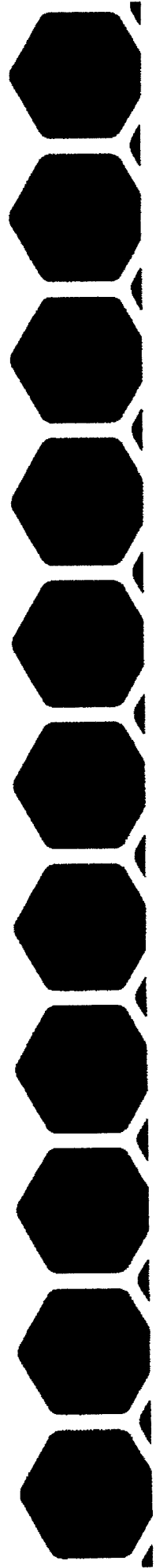
Criteria		Score	Score	Score	Score	% of Total Score	Notes
		4	3	2	1		
Sustainability (20%)	Implementing mechanisms	The project is thoroughly embedded in the Region's/Division's/School's workflow process; its usage forms a significant part of the user's duties and responsibilities, and policies and procedures govern its usage.	The project is embedded in the Region's/Division's/School's workflow process, and its usage forms part of the user's duties and responsibilities, but no existing policies and procedures govern its usage.	The project may reflect the workflow process of the Region/Division/School, but its usage can fall outside of the user's duties and responsibilities, and misses out essential policies and procedures.	The project does not reflect in the workflow process of the Region/Division/School; its usage is outside of the user's duties and responsibilities, and fails to adhere to policies and procedures.	5%	
	Creativity on the integration of available tools	The proponent used 100% of their materials/tools from available resources of the school and/or community, and spent additional costs very sparingly to implement the project.	The proponent used at least 75% of materials/tools from available resources of the school and/or community, and spent up to 25% of the project's costs.	The proponent used at least 50% of materials/tools from available resources of the school and/or community, and spent up to 50% of the project's costs.	The proponent failed to use materials/tools from available resources of the school and/or community, and spent on all materials/tools to implement the project.	10%	
Innovativeness (20%)	Uniqueness of the project	The project exhibits significant originality compared to other competing projects.	While the project exhibits a degree of originality, it shares a few components with other competing projects.	The project shares most of its components with other competing projects, and manifests a poor attempt at being original.	The project shares too many components with other competing projects, and manifests a poor attempt at being original.	10%	
Total						100%	



Criteria	Score	Score	Score	Score	% of Total Score	Notes
	4	3	2			
Sustainability (30%)	<p>The documentation provided clearly provides the project's cost-effectiveness and impact in the community by documenting its set of objectives, performance indicators, logical framework, and formal surveys, among others. Video shows complete and logical presentation of the project - from planning, implementation, impact to teachers, learners, administrators, parents and school community until its current status. All sources and media used were properly cited.</p>	<p>The project was able to document its set of objectives, performance indicators, logical framework, and formal surveys, among others, but shows minimal proof of cost-effectiveness and impact in the community. Video presentation shows a complete presentation - it includes planning, implementation, impact to teachers, learners, administrators, parents and/or school community until its current status - yet the presentation is not logical. All sources and media used were properly cited.</p>	<p>The project was able to document its set of objectives, performance indicators, and logical framework, among others, but failed to document its cost-effectiveness and impact in the community. Video presentation is incomplete and in illogical order. No sources and media used were properly cited.</p>	1	10%	
	<p>Based on the documentation provided, the project can be replicated and for use in a large scale in any school using minimum requirements that can be adopted by all, regardless of jurisdiction or specific purpose.</p>	<p>Based on the documentation provided, the project can be replicated and for use in any school using minimum requirements that can be adopted by schools in a large scale within a specific jurisdiction (Divisions, Regions).</p>	<p>Based on the documentation provided, the project can only be used in a small scale using minimum requirements that can be adopted by schools within a jurisdiction (schools).</p>		10%	



Criteria	Score			Notes
	4	3	2	
Sustainability (30%)	The project is thoroughly embedded in the Region's/Division's/School's workflow process; its usage forms a significant part of the user's duties and responsibilities, and policies and procedures govern its usage.	The project is embedded in the Region's/Division's/School's workflow process, and its usage forms part of the user's duties and responsibilities, but no existing policies and procedures govern its usage.	The project may reflect the workflow process of the Region/Division/School, but its usage can fall outside of the user's duties and responsibilities, and misses out essential policies and procedures.	10%
	The project does not reflect in the workflow process of the Region/Division/School; its usage is outside of the user's duties and responsibilities, and fails to adhere to policies and procedures.			
Innovativeness (30%)	The proponent used 100% of their materials/tools from available resources of the school and/or community, and spent additional costs very sparingly to implement the project.	The proponent used at least 75% of materials/tools from available resources of the school and/or community, and spent up to 25% of the project's costs.	The proponent failed to use materials/tools from available resources of the school and/or community, and spent on all materials/tools to implement the project.	15%
	The project exhibits significant originality compared to other competing projects.	While the project exhibits a degree of originality, it shares a few components with other competing projects.	The project shares most of its competing projects, and manifests a poor attempt at being original.	
Achievement (20%)	The implementation of the project effected 75-100% improvement in operations and delivery of services.	The implementation of the project effected 50-74% improvement in operations and delivery of services.	The implementation of the project effected 25-49% improvement in operations and delivery of services.	10%
	Improvement of operations & delivery of services			



Criteria	Score		Score		Notes	% of Total Score
	4	3	2	1		
Achievement (20%)	Involvement level of Regional/Division/School heads & personnel	Heads and personnel in the Region/Division/School are directly and visibly involved in at least two areas of the project (conceptualization, implementation, and/or evaluation).	The participation of personnel in the Region/Division/School are evident, but heads are partly involved in the project, or are visibly involved in one area of the project (conceptualization, implementation, or evaluation).	The participation of personnel in the Region/Division/School may be evident, but that of heads is not at all visible in any area of the project (conceptualization, implementation, or evaluation).		10%
	Outcome and functionality of the project	The project was successfully implemented and currently being utilized by its intended users, but evaluation of the project has yet to be done.	The project is operational and used by its intended implementers, but evaluation of the project has not yet been done.	The project is operational, but not by its intended implementers. No evaluation has been done.		10%
	Cost effectiveness of the project	The implementation of the project substantially lowers operations/delivery costs compared to using previous approaches.	The implementation of the project slightly lowers operations/delivery costs compared to using previous approaches.	The implementation of the project does very little to nothing to lower usual operations/delivery costs compared to using previous approaches.	The implementation of the project increases operations/delivery costs compared to using previous approaches.	
Total						100%





Republic of the Philippines
Department of Education

29 AUG 2017

DepEd MEMORANDUM
No. **143** s. 2017

NATIONAL AND REGIONAL DEPED ICT SUMMITS

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public Elementary and Secondary School Heads
All Others Concerned

1. The Department of Education (DepEd), through the Information and Communications Technology Service (ICTS), will hold the National DepEd ICT Summit with the theme *Digital Transformation for the K12 + ALS, ICT, DepEd* from December 5 to 6, 2017.
2. The National Summit aims to:
 - a. update ICT practitioners in DepEd on emerging technologies;
 - b. start the culture of sharing and collaborating of ICT in teaching, learning, and governance;
 - c. provide a forum to update everyone on current ICT projects and implementations in DepEd as well as future plans; and
 - d. recognize ICT best projects and implementers.
3. The National Summit will feature a series of keynote speeches, topic and panel discussions, exhibits, and breakout sessions, among others, which will cover updated information and pressing matters, which concern the use, implementation, and development of ICT in the field of education.
4. The culminating activity for the Summit will be the National ICT Best Practices Awards, which aim to generate awareness among and support from education managers and school communities on ICT initiatives; highlight different DepEd ICT initiatives, which support teaching and learning as well as governance; and cultivate a culture of sustainability among DepEd ICT initiatives across all levels.
5. Prior to the conduct of the National Summit, the Regions will conduct their respective Regional DepEd ICT Summits and will hold their Regional ICT Best Practices Awards. Said awards will have the regional offices (ROs) identify and recognize innovative use of ICT in *Teaching and Learning*, as well as in *Governance and Operations* from offices and schools within their respective regions. Identified implementations from each region will then form part of the National ICT Best Practices Awards, an integral part of the National Summit where candidates will highlight their entries' achievements and methods *vis-à-vis* other regions.

6. All ROs shall conduct their respective Regional Summits on dates not later than November 15, 2017.

7. All regional directors, schools division superintendents, school heads, ICT coordinators/focal persons, and information technology officers are enjoined to extend full administrative support to the conduct of the Summit.

8. Funds for the conduct of the Regional Summits shall be downloaded to the ROs, and the allocated amount for each region shall cover the venue, board and lodging, honoraria, and other expenses relevant to the actual conduct of the Regional Summit. Traveling expenses and other incidental expenses of participants to and from the venue shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.

9. Venue, board and lodging, and other expenses relevant to the actual conduct of the National Summit shall be charged to the 2017 OSEC-GAS Funds. Traveling expenses and other incidental expenses of participants from DepEd and its attached agencies to and from the venue shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.

10. Enclosed are the guidelines and terms of reference relative to the conduct of the Summits:

- a. Enclosure No. 1 - General Guidelines on the Conduct of the National and Regional Summits;
- b. Enclosure No. 2 - ICT Best Practices Awards Guidelines/Mechanics; and
- c. Enclosure No. 3 - National Summit Program of Activities.

11. For more information, all concerned may contact Mr. Gerard Atienza of the National ICT Summit Organizing Committee at telephone no. (02) 633-7264 or through email address: ictsummit@deped.gov.ph.

12. Immediate dissemination of this Memorandum is desired.


LEONOR MAGTOLIS BRIONES
Secretary

Encs:

As stated

Reference:

None

To be indicated in the Perpetual Index
under the following subjects:

BASIC EDUCATION
INFORMATION TECHNOLOGY
OFFICIALS

PRIZES OR AWARDS
PROGRAMS
PROJECTS

THE DEPED ICT SUMMITS

General Guidelines on the Conduct of the National and Regional Summits

Tagline, Theme, and Objectives

The DepEd ICT Summits' tagline is *Cultivating a Culture of ICT Excellence*.

With this year's theme *Digital Transformation for the KID (K-12 + ALS, ICT, DepEd)*, the Summits aim to:

- Update ICT practitioners in DepEd on emerging technologies;
- Start the culture of sharing and collaborating of ICT in teaching, learning, and governance;
- Provide a forum to update everyone on current ICT projects and implementations in DepEd as well as future plans; and
- Recognize ICT best projects and implementers.

Regional Summits

The Summits will be conducted using the following structure:

Participants

Expected participants of the Regional Summits are Division Information Technology Officers (ITO), School Heads, and School Teachers.

Funding

Funds to subsidize the conduct of the Regional Summits shall be downloaded to the Regional Offices (RO).

The allocated amount for each region shall cover the venue, board and lodging, honoraria, and other expenses relevant the actual conduct of the Regional Summits.

Travelling expenses and other incidental expenses of participants to and from the venue shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.

Conduct of the Summits

1. Each region, spearheaded by the RO, will hold their respective Regional Summits on dates not later than 15 November 2017, at a venue to be determined by the RO.
 - a. Each Regional Summit may last for at most two (2) days, exclusive of travel time for the participants.
 - b. The RO may choose topics or panels or panels they see fit for their jurisdictions; they however, must conform to the Summits theme when considering topics and panels to include in their respective programs. (See National Summit Program of Activities for an example that ROs can refer to when creating their own schedules.)
 - c. During the conduct of the Regional Summit, the RO must hold the Regional ICT Best Practices Awards, where participants and regional juries select the region's representatives for the National ICT Best Practices Awards. (See ICT Best Practices Awards Guidelines/Mechanics for the mechanics and guidelines.)

THE DEPED ICT SUMMITS

ICT Best Practices Awards Guidelines/Mechanics

Rationale

The Department of Education (DepEd) supports the development of its personnel in order to deliver 21st century learning experience for the Filipino learners. With its mission to facilitate learning and constantly nurture every learner, DepEd formulates, implements, and coordinates programs and projects in the areas of formal and non-formal basic education. This year, DepEd, through the Information and Communications Technology Service (ICTS), invites all teaching and non-teaching personnel to the ICT Best Practices Awards.

Objectives

The objectives of the ICT Best Practices Awards are to:

1. Generate awareness among and support from education managers and school communities on ICT initiatives;
2. Highlight different DepEd ICT initiatives that support teaching and learning as well as governance; and
3. Cultivate a culture of sustainability among DepEd ICT initiatives across all levels.

Mechanics

1. The ICT Best Practices Awards is open to all DepEd personnel.
2. There will be two (2) major categories:
 - a. *ICT for Teaching and Learning*. This category highlights the intensification of the use of the DepEd Computerization Program (DCP) packages and other available technologies integrated in the curriculum.
 - b. *ICT for Governance*. This category features ICT ingenuities that further improve DepEd services in the schools, division, and regional levels.
3. All ICT Best Practices entries must be already in place and sustained for at least one (1) school year.
 - a. Applicants must file necessary documents (Monitoring and Evaluation files and a three-minute video presentation) to support the program's existence and sustainability.
4. The contest will be in three (3) tiers, namely: Division (Tier 1), Region (Tier 2, Semi-Finals), and National (Tier 3, Finals).
 - a. Each level will have one (1) for each category to represent and compete in the succeeding rounds.
 - b. The National tier (Tier 3) will have 18 participating regions for *ICT for Teaching and Learning*, and another 18 entries for *ICT for Governance*.
 - c. Each entry shall have a maximum of two (2) proponents/initiators.
5. Candidates of the National tier shall present their project/implementation in the *Learning Market* exhibit at the sidelines of the National Summit.
 - a. The top five (5) candidates for each category shall present their project/implementation to the plenary (with three to five minutes per candidate).

6. The following rubrics detail the criteria that all juries across all tiers will use when evaluating entries:

ICT for Teaching and Learning		
Achievement <ul style="list-style-type: none"> • Participation of school management • Promoting usage of DCP packages • Support of the school communities 	10% 10% 5%	25%
Sustainability <ul style="list-style-type: none"> • Documentation (Monitoring & Evaluation files) • Replicability of the project • Video presentation 	10% 10% 5%	25%
Innovativeness <ul style="list-style-type: none"> • Creativity on the integration of available tools • Uniqueness of the project 	15% 10%	25%
Effectiveness <ul style="list-style-type: none"> • Outcome and functionality of the project • Length of project implementation 	15% 10%	25%
Total		100%

ICT for Governance		
Achievement <ul style="list-style-type: none"> • Improvement of operations & delivery of services • Participation of Regional/Division/School heads & personnel 	15% 10%	25%
Sustainability <ul style="list-style-type: none"> • Documentation (Monitoring & Evaluation files) • Replicability of the project • Video presentation 	10% 10% 5%	25%
Innovativeness <ul style="list-style-type: none"> • Creativity on the integration of available tools • Uniqueness of the project 	15% 10%	25%
Effectiveness <ul style="list-style-type: none"> • Outcome and functionality of the project • Cost effectiveness of the project 	15% 10%	25%
Total		100%

7. The Major Awards and Prizes for both ICT for Teaching and Learning and ICT for Governance Best Practices are as follows:

- a. Overall Best ICT Practice
- b. 2nd Place Best ICT Practice
- c. 3rd Place Best ICT Practice
- d. Regional Finalists

The National Summit

The National Summit will be conducted using the following structure:

Participants

Participants for the National Summit shall be the following:

1. Regional ITOs;
2. Division ITOs;
3. Regional representatives for the National ICT Best Practices Awards (includes the Schools Division Superintendent and selected school personnel from the candidate division);
4. The DepEd Executive Committee;
5. The DepEd Management Committee (includes directors of Central Office/CO bureaux, services, and offices, as well as regional directors);
6. The National ICT Summit Organizing Committees; and
7. Selected guests.

Funding

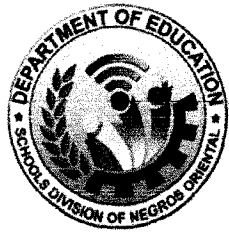
The Information and Communications Technology Service (ICTS), through the National ICT Summit Organizing Committees, will cover the venue, board and lodging, and other expenses relevant the actual conduct of the National Summit, all of which are chargeable to the 2017 OSEC-GAS funds.

Travelling expenses and other incidental expenses of participants from DepEd and its attached agencies to and from the venue shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.

Conduct of the National Summit

The CO, through the ICTS, will hold the National Summit on 5-6 December 2017.

- a. The National Summit will last for two (2) days, exclusive of travel time for the participants.
- b. The program of activities, together with prospective topics and panels that will be included in the National Summit, are listed in the *National Summit Program of Activities*.
- c. During the National Summit, the National ICT Best Practices Awards will highlight the achievements of the candidates from the Regional ICT Best Practices Awards, and select the top three finalists of the National ICT Best Practices Awards. (See ICT Best Practices Awards for the mechanics and guidelines.)



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DEPARTMENT OF EDUCATION


Region VII, Central Visayas

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