



Republic of the Philippines  
**Department of Education**  
REGION III  
**SCHOOLS DIVISION OF PAMPANGA**

September 25, 2023

**DIVISION MEMORANDUM**

No. **490** , s. 2023

**ICT LITERACY AND DATA PRIVACY SEMINAR FOR DISTRICT/CLUSTER AND  
SELECT SCHOOL ICT COORDINATORS**

To: Assistant Schools Division Superintendents  
Division Chiefs  
Functional Unit Heads  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
Teaching and Non-Teaching Personnel  
All Others Concerned

1. The Schools Division of Pampanga, through the Information and Communications Technology (ICT) Unit, will conduct the **ICT Literacy and Data Privacy Seminar for District/Cluster and Select School ICT Coordinators** on **September 30, October 7 and 14, 2023** at the **Teachers Training Center, Division Office, High School Blvd., Lourdes, City of San Fernando, Pampanga**.
2. The said activity aims to:
  - a. introduce the Be Internet Awesome Program to the participants;
  - b. orient the participants on the five pillars of the Be Internet Awesome Program;
  - c. increase awareness of the participants on the importance of digital citizenship and digital footprints.
  - d. discuss the different salient points of RA 10173 – Data Privacy Act of 2012 relative to teachers and learners.
3. The participants in the above-mentioned seminar are the 33 District ICT Coordinators, 7 Cluster ICT Coordinators and 6 select school ICT Coordinators from each district/cluster. The Public School District Supervisors shall identify the school ICT coordinators within their districts/clusters who will be joining the said activity.
4. The following schedules shall be followed since the venue can accommodate a maximum of 120 participants:



**Address:** High School Blvd., Brgy. Lourdes, City of San Fernando (P)  
**Telephone No.:** (045) 435-2728; (045) 435-7404  
**Email Address:** pampanga@deped.gov.ph  
**Website:** www.depedpampanga.ph



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<b>September 30, 2023</b>	<b>October 7, 2023</b>	<b>October 14, 2023</b>
Apalit	Arayat East	Masantol South
Arayat West	Candaba North	Bacolor South
Bacolor North	Candaba West	Floridablanca East
Candaba East	Floridablanca West	Sto. Tomas
Guagua East	Magalang North	Minalin
Lubao West	Magalang South	Macabebe West
Mexico North	Masantol North	Macabebe East
Mexico South	Mexico West	Lubao East
San Luis	Porac East	Lubao North
Guagua West	Porac West	San Simon
Cluster 4	Sasmuan	Cluster 1
Cluster 6	Sta. Ana	Cluster 2
Cluster 7	Sta. Rita	Cluster 3
		Cluster 5

- Participants are entitled to a one-day service credit as stipulated in DO 53, s. 2003 – Updated Guidelines on Grant of Vacation Service Credits to Teachers. Likewise, the travel expenses of the participants shall be charged from the MOOE or other local school funds subject to the usual accounting and auditing rules.
- Attached is Enclosure 1 for the Division Technical Working Group and Enclosure 2 for the Matrix of Activity.
- This memorandum serves as the travel order of the participants.
- Immediate dissemination of this issuance to all concerned is earnestly desired.



**ROMEO M. ALIP, PhD, CESO V**  
Schools Division Superintendent



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ENCLOSURE 1

**DIVISION TECHNICAL WORKING GROUP  
ICT LITERACY AND DATA PRIVACY SEMINAR FOR DISTRICT/CLUSTER AND  
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	<b>FULL NAME</b>	<b>POSITION</b>	<b>STATION</b>
1.	John Paul B. Pallasigui	Information Technology Officer	SDO Pampanga
2.	Nerisse Nicole B. Torres	Education Program Specialist II	SDO Pampanga
3.	Nadine Muriel C. Alibutod	Administrative Assistant III	SDO Pampanga
4.	Kenneth Justin V. Mangulabnan	Administrative Aide I	SDO Pampanga
5.	Jose Joel S. Pallasigui	Master Teacher I	San Matias Elementary School
6.	Simonette S. Cruz	Master Teacher I	San Roque Dau High School
7.	Jesielyn S. Ocampo	Teacher III	San Matias Elementary School
8.	Tommy B. Mallari	Teacher III	Diosdado Macapagal High School
9.	Lilibeth T. Simbul	Teacher III	Sta. Monica Elementary
10.	Rachel P. Balajadia	Teacher III	San Pablo Elementary School
11.	Michelle S. Reyes	Teacher III	Sta. Maria Elementary School
12.	Claire H. Perez	Teacher III	Maliwalu Elementary School-Madapdap
13.	Anna Marie D. Bartolo	Elementary School Head Teacher I	Sta. Teresa 1st Elementary School
14.	Jacqueline E. Libut-Paras	Teacher III	Guagua Elementary School
15.	Roland M. Suarez	Master Teacher I	Dampe Elementary School
16.	Glaiza P. Alfonso	Teacher III	Cabalantian Elementary School Town Proper
17.	Jeda M. Carlos	Teacher III	San Vicente San Francisco High School
18.	Lilibeth M. Pamintuan	Teacher III	Bitas Elementary School
19.	Rhina S. David	Master Teacher 1	San Patricio Elementary School
20.	Evelyn D. Pantig	Master Teacher II	Lauc Pao Elementary School
21.	Brendalyne D. Liwanag	Head Teacher III	Cawayan Elementary School



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ENCLOSURE 2

**TRAINING MATRIX**  
**ICT LITERACY AND DATA PRIVACY SEMINAR FOR DISTRICT/CLUSTER AND**  
**SELECT SCHOOL ICT COORDINATORS**

<b>Time</b>	<b>Topic</b>	<b>Person-In-Charge</b>
8:00am – 8:30am	Registration	TWG
8:30am – 9:00am	Preliminaries	TWG
9:00am – 10:30	Module 1 : Be Internet Awesome Program	Jose Joel S. Pallasigui Simonette S. Cruz Lilibeth M. Pamintuan
10:30am – 10:45am	Health Break	
10:45am – 12:00nn	Module 2 : Five Pillars of the Be Internet Awesome Program	Brendalyne D. Liwanag Roland M. Suarez Anna Marie D. Bartolo
12:00nn – 1:00pm	Lunch Break	
1:00pm – 2:00pm	Continuation of Module 2: Five Pillars of the Be Internet Awesome Program	Brendalyne D. Liwanag Roland M. Suarez Anna Marie D. Bartolo
2:00pm – 4:00pm	Republic Act No. 10173 – Data Privacy Act of 2012	John Paul B. Pallasigui
4:00pm – 4:30pm	Open Forum	TWG
4:30pm – 5:00pm	Closing Program and Distribution of Certificates	TWG