



Republic of the Philippines  
Department of Education



Tanggapan ng Kalihim  
Office of the Secretary

MAY 30 2007

DepED MEMORANDUM  
No. 215, s. 2007

TEACHERS' TRAINING ON PC OPERATIONS BY MICROSOFT PHILIPPINES

To: Regional Directors  
Regional Secondary Education Division Chiefs  
Regional Supervisors/TLE/Tech-Voc Coordinators  
Division Supervisors  
Vocational School Administrators/Principals of Tech-Voc Schools  
TVE/TLE Teachers of Tech-Voc Schools

1. As a continuation of strengthening the existing technical-vocational high schools and in preparation for the pilot year of implementation of the Strengthened TVE Program of the Department, training on PC Operations shall be conducted in coordination with Microsoft Philippines.
2. **A one-week live-in training shall be conducted for teachers of tech-voc schools teaching ICT or computer related subjects from June 4 to 10, 2007.** Each tech-voc school shall send **one participant (TVE or academic teacher)** for the training on PC Operations. Enclosure 1 is the list of tech-voc schools per region and their corresponding training venues.
3. **The 100 Pilot Schools of the Enriched TLE Program of the Bureau of Secondary Education shall also send one participant for the said training.** Enclosure 2 is the list of said pilot schools and their corresponding training venues.
4. **The participants from the identified schools should at least have a basic knowledge and background in operating a PC, particularly Microsoft Office (Word, Excel and Powerpoint) and other software applications, and should preferably be below 45 years old.**
5. **Participants are directed to be at the hotel/dorm venue by June 3, 2007 at 3:00 pm.** Training proper shall strictly start at 8:00 am of June 4, 2007. For hotel/dorm accommodation concerns, please contact Ms. Patricia Dy of Microsoft Philippines at (02) 860-8940 or at 0918-527-0428.
6. **Participants of these trainings are hereby exempted from the policy of prohibiting teachers' training during school days.**
7. Training costs and the board and lodging accommodations of the participants shall be shouldered by the Microsoft Philippines while transportation expenses shall be charged against local school funds of field schools.

8. Regional Tech-Voc/TLE Supervisors shall be the monitoring personnel of this training. Any expenses incurred for this monitoring activity shall be charged against the Regional Office funds. Regional Supervisors should ensure 100% attendance/compliance of the participants to this training.

9. For further inquiries, kindly contact Ms. Yrrah Jean Pineda (0917-804-7209) or Ms. Prescy Ong (0917-814-6434) of the TVE Task Force Office, DepED Central Office or at tel. nos. (02) 633-1720, 633-9346.

10. Immediate dissemination of and strict compliance with this Memorandum is desired.

  
**JESLI A. LAPUS**  
Secretary

Encls.:  
As stated

Reference:  
DepED Memorandum: No. 211, s. 2007

Allotment: 1—(D.O. 50-97)

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

INFORMATION TECHNOLOGY  
TEACHERS  
TECHNICAL EDUCATION  
TRAINING PROGRAMS  
VOCATIONAL EDUCATION

**MICROSOFT TRAINING  
(June 4-10, 2007)**

<b>TRAINING VENUE</b>	<b>RO</b>	<b>Arts and Trades</b>	<b>Agriculture</b>	<b>Fisheries</b>
<b>Angeles University Foundation - McArthur High Way 2009, Angeles City</b>	<b>I</b>	1. Ilocos Norte College of AT 2. Pangasinan SAT 3. Burgos AIS 4. San Gabriel VHS 5. Sudipen VHS	6. Ilocos Norte Agric College 7. Speaker Eugene Peres NAS 8. EPAC 9. Santol VHS	10. Ilocos Norte RSOF 11. Binmaley SOF 12. Bolinao SOF
<b>University of Lasalle - Santiago City, Isabela</b>	<b>II</b>	13. Sanchez Nieva SAT 14. Sanchez Mira SAT 15. Isabela SAT 16. Allacapan VHS 17. Reina Mercedes VIS 18. Cabarroguis NSAT 19. Enrile VHS 20. Western Cagayan SAT 21. Claveria SAT 22. Claveria RVS 23. St. Paul VIS 24. Gattaran NTS 25. Tuao VTS 26. San Mateo VIS 27. San Antonio AIVS 28. Aparri SAT 29. San Guillermo AIS 30. Alicia VS	31. Jones Rural School-main 30. Bukig NATS 31. Itawis NATS 32. Alcala Rural School 33. Baggao NAS 34. Gamu RS 35. Abulug NRVS 36. Claveria RVS 37. Kasibu NAS 38. Itbayat NAS Tuao VTS 39. Felipe Tuzon AS	40. Solana Freshwater 41. Sabtang NSOF 42. Abulug SOF 43. Isabela SOF 44. Pamplona NSF 45. Sta Ana SOF
<b>Angeles University Foundation - McArthur High Way 2009, Angeles City</b>	<b>III</b>	46. A. F.G. Bernardino MTS 47. San Jose del Monte NTS 48. Angeles City NTS 49. Camiling School for Home Ind. 50. Guiguinto NVHS 51. San Rafael NTS 52. San Vicente Pilot for Phil. Craftsmen 53. Eduardo Cojuangco NVHS 54. Sto. Domingo NTS 55. Apalit TS 56. Maoaque Resettlement HS	57. Fortunato F. Halili NAS 58. Floridablanca NAS 59. Balagtas AHS 60. Sta. Maria Agro. Ind'L HS 61. Maria Aurora NHS 62. Gabaldon VAHS 63. Ricardo A. Cantas AHS	64. Bataan SOF 65. Malolos Marine FS & Lab 66. Obando SF 67. Candelaria SF
<b>Malayan College – B6 14 Pulo Diezmo Road, Brgy. Banay-Banay, Cabuyao, Laguna</b>	<b>IV-A</b>	68. Bauan Technical School 69. Gen. Mariano Avaez TVHS 70. Tanza NTS 71. San Pedro Relocation Center NHS 72. Siniloan NHS 73. M.S.Enverga Memrial College AT	74. Bauan NAVHS 75. Bondoc Peninsula Agricultural HS	
<b>Ateneo de Naga University - Naga City</b>	<b>IV-B</b>	76. Community Voc HS (Calapan ) 78. Lubang Voc'l. HS 79. Marcelo Cabrera TS	80. San Jose Nat'l Agr'l & Ind'l HS (SJHAIHS -Mindoro) 81. San Jose Agricultural School (Romblon)	82. Looc Nat'l. School of Fisheries (Mindoro) 83. Coron School of Fisheries
<b>Ateneo de Naga University - Naga City</b>	<b>V</b>	84. Rinconada Nat'l Tech Voc School 85. Caliguran VHS 86. Pandan Sat 87. San Andres Voc. School 88. Donsol Voc. School 89. Magallanes Voc. School	90. Ragay Nat'l Agri School 91. Tiwi Agro-Indus'l School 92. Partido Agro-Industrial Sch 93. Tito Espinosa NAS 94. Palawas NAHS 95. Libon Agro-Industrial School 96. Cam Sur NHS Farm School	97. Bikal Fisheries School 98. Caramoran FS 99. Barcelonita SOF 100. Masbate FS

<b>West Visayas College of Science and Technology – Burgos St., La Paz, Ilo-ilo City</b>	<b>VI</b>	101. Roxas City School for Phil. Craftsmen 102. Antique Vocational School 103. Buruanga Vocational School 104. Negros Occidental Agro-Industrial for Home School 105. Northern Antique Voc School 106. Malinao School for Phil. Craftsmen 107. Cong. Ramon A. Arnaldo HS 108. Libertad Vocational School 109. Sta Barbara Nat'l Comprehensive HS 110. Calinog Nat'l Comprehensive HS	111. Libacao Nat'l Forestry Voc 112. Dingle Nat'l Comprehensive HS (Agric & Tech College) 113. San Enrique Nat'l Comprehensive HS (San Enrique Agric College) 114. Leon National Comprehensive HS (Leona Nat'l College of Agriculture)	115. Inocencio Ferrer School of Fisheries 116. San Joaquin SOF 117. Numancia National School of Fisheries 118. Roberto A. Tirol High School (College of Fisheries)
<b>Cebu Institute of Technology – N. Bacalso Avenue, Cebu City</b>	<b>VII</b>	119. Abellana National School 120. Bitoon National Vocational HS 121. Toledo National Vocational HS	122. Guihulngan Nat'l Agric Sch 123. San Pascual Nat'l Agric Sch 124. Lazi National Agric School	125. Clarin SOF 126. Mayor A. Tuazon Nat'l SOF
<b>Asian Development Foundation College – Tacloban City</b>  *(24 participants to proceed to Cebu training venue)	<b>VIII</b>	127. Ilongos National Voc School 128. Allen National High School 129. Lawaan Nat'l Sch of Craftsmanship & Home Ind'l School 130. Villa Jacinta National High School 131. Giporlos National Trade School 132. Gala Vocational School 133. Merida Vocational School 134. Silago Vocational School 135. Bobon School for Phil Craftsmen 136. Pintuyan National Voc School 137. Maripipi Nat'l Vocational School 138. Alugan Nat'l School of Crftsmanship & Home Industries 139. San Jose Technical School 140. Laoang Nat'l Technical High School 141. San Roque Pambulgar Voc HSch 142. Tanauan School of Craftsmanship 143. Nena School of Arts and Trades 144. Cabucgayan National School of AT 145. Marcelino Veloso National HS 146. Maasin Vocational School 147. Anahawan Vocational School	148. Leyte Agro Industrial School 149. Gen. MacArthur Nat'l Agric School 150. Sumuroy Agro Industrial School 151. Bontoc National High School 152. San Isidro Agro-Ind'l School 153. Mondragon Agro-Ind'l School 154. Samar Nat'l Pilot Opportunity School Agric 155. Valeriano C. Yancha Memorial Agric School 156. Basilio B. Chan Memorial Agro-Ind'l School 157. Culaba Vocational School 158. Mapanas Agro-Ind'l School 159. Oras Nat'l Agro-Ind'l School 160. Biliran Nat'l Agricultural HS 161. Lorenzo S. Menzon Memorial Agric School 162. Capul Agro-Industrial School 163. Southern Samar National 164. Calubiaw National HS 165. Villaba National High School 166. Alang-alang Agro-Ind'l School 167. Tacloban Nat'l Agric School 168. Catubig Valley Nat'l HS 169. Silvino Lubos Vocational HS 170. Isabel Nat'l Comprehensive HS 171. West Coast Agric School 172. Pilar Agricultural School 173. Salcedo Vocational School	174. Bato School of Fisheries 175. Naval School of Fisheries 176. Eladio Balite Memorial SOF 177. Clarencio Calagos Memorial SOF 178. Dr. Geronimo Zaldivar Memorial School of Fisheries 179. Matarinao SOF 180. Rafael Lentejas Memorial SOF 181. San Vicente SOF 182. Carigaa SOF 183. Catbalogan Nat'l Cmprhnsive HS 184. Tolosa School of Fisheries
<b>Dipolog Medical Center Colleges – Fr. Pantangan Road, Mibang Sta. Romana, Dipolog City</b>	<b>IX</b>  <b>X</b>	185. Molave TVS 186. Zambo del Sur SAT 187. Pamasalan Eco-Tech  193. Opol Nat'l Secondary Tech School 194. Ozamiz City SAT 195. Bukidnon NSHI	188. Sindangan NAS 189. Rebokon AVHS 190. Subanen Agri NHS  196. Rogongon AHS 197. Kinoguitan NSF 198. Bunawan AHS	191. AQUMATSHS 192. KIPIT Agro-Fisheries  199. Baliangao SF 200. Iligan NSF
<b>*** To Be Announced</b>  (Please contact your respective Regional Supervisor for the training venue)	<b>XI</b>	201. Tagum National Trade School 202. Mati School of Arts and Trades 203. Cateel Vocational High School 204. Lupon Vocational High School 205. Lupon Vocational HS-Annex 206. Baguio National School of Arts 207. Carmelo delos Centos Nat'l TS	208. Montevista National HS 209. Catul Nat'l Agric Sch-Annex 210. Sigaboy Agricultural Voc HS 211. Marilog High School of Agric 212. Baguio High School of Agric 213. Cateel Agricultural Nat'l HS 214. E. Moralizon Nat'l Voc HS 215. Tacul Agricultural HS 216. Gumalang HS – BNSAT Annex 217. Taguibo Agricultural Voc HS 218. Macangao Agric Voc HS	219. Davao del Sur School of Fisheries

<p><b>** To Be Announced</b></p> <p>(Please contact your respective Regional Supervisor for the training venue)</p>	<p><b>XII</b></p>	<p>220. Glan Sci of Arts &amp; Trades  221. Lagao NHS  222. Gen. Santos City Nat. SAT  223. Tantangan Nat. Trade High School  224. Glan Sci of Arts &amp; Trades  225. Sto. Niño Nat'l. Arts &amp; Trades  226. Tantangan Nat. Trade High School  227. Lanao Kuran Tech-Voc NHS  228. Malasila Tec-Voc NHS  229. Canizares NHS  230. Cotabato Province Tec-Voc NHS</p>		<p>231. Bula Nat. Sch. Of Fisheries</p>
<p><b>CARAGA Regional Science High School - Brgy. San Juan, Surigao City</b></p>	<p><b>XIII</b></p>	<p>232. Gigaguit Nat'l School of Home Industries  233. Nasipit National Vocational HS  234. Butuan City School of AT  235. Sibagat Nat'l School of Home Industry  236. Barobo National High School  237. Bayugan Comprehensive Nat'l HS  238. Patin-ay Nat'l HS  239. Bacuag Nat'l Agro-Ind'l School  240. Agusan Sur Nat'l HS</p>	<p>241. Carmen National Agric HS  242. Marihatag Nat'l Agric HS</p>	<p>243. Dinagat SOF  244. St. Christine NHS  245. Anibongan NHS</p>
<p><b>Malaya - B6 Diezmo Road, Brgy. Banay-Banay, Calapan</b></p>	<p><b>CAR</b></p>	<p>246. Gov. Bado Dangua Agro-Ind'l  247. Tublay School of Home Industries  248. Pinukupuk Vocational School  249. Tanudan Vocational School  250. Tadian School of AT  251. Bacarri Nat'l Trade-Agric School  252. Pudtol Vocational School  253. Rizal School of AT  254. Panabungen School of AT &amp; Home  255. Indust Mountain Province Comprehensive HS</p>	<p>256. Pilar Rural High School  257. Mataragan Nat'l Agric HS  258. Balbalan Agro-Ind'l School  259. Eastern Bontoc Nat'l Agri Voc Sch  260. Apayao Nat'l Ind'l Agric HS  261. Namaran Agro-Ind'l HS  262. Caloan Agricultural Vocational HS</p>	
<p><b>Ateneo de Naga University - Naga City</b></p>	<p><b>NCR</b></p>	<p>263. E. Rodriguez Voc.HS (EARIST)  264. Rizal Exp. Station &amp; Pilot (RESRSCI)  265. Muntinlupa Business HS  266. Don Alejandro Roces Science Tech HS</p>		

\*The Regional TLE/Tech-Voc Supervisor of Region VIII shall determine the 24 participants who shall proceed to Cebu Training Venue. Maximum number of class for the training is 40 pax.

\*\*Regional TLE/Tech-Voc Supervisors of Regions XI and XIII will be advised by the Microsoft Philippines regarding the final training venue.

For further information, you may contact Ms. Patricia Dy of Microsoft Philippines at telephone number (02) 860-8940.

Enclosure No.. 2 to DepED Memorandum No. 215, s. 2007

**LIST OF PILOT SCHOOLS FOR THE ENRICHED TLE PROGRAM**

TRAINING VENUE	REGION	SCHOOL
Angeles University Foundation - McArthur High Way 2009, Angeles City	I	1 Narvacan NCHS
		2 Bangui NHS
		3 Calasiao CHS
		4 Don R. Costales MNHS
		5 Urdaneta City NHS
		6 Candon City NHS
		7 Dagupan City HS
University of Lasalle - Santiago City, Isabela	II	1 Camalaniugan NHS
		2 Licerio Antiporda HS
		3 Quirino Gen. HS
		4 Cagayan NHS
		5 Alicia NHS
Angeles University Foundation - McArthur High Way 2009, Angeles City	III	1 Munoz NHS
		2 Limay NHS
		3 C. Padilla NHS
		4 Guisguis HS
		5 Sapang PaLay NHS
		6 Sto. Tomas NHS
		7 Tarlac NHS
Malayan College - B6 14 Pulo Diezmo Road, Brgy. Banay-Banay, Cabuyao, Laguna	IV-Calabarzon	1 Antipolo NHS
		2 Dasmariñas NHS
		3 San Jose NHS
		4 Antipolo NHS
		5 San Pablo City NHS
		6 Dasmariñas NHS
Ateneo de Naga University - Naga City	IV-Mimaropa	1 Nabuslot NHS
		2 J. Leido MNHS
		3 Lubang Integrated School
		4 Looc NHS
		5 Marinduque NHS
		6 Canubing NHS
Ateneo de Naga University - Naga City	V	1 Perpetual Help HS
		2 Gubat NHS
		3 Nabua NHS
		4 Catanduanes NHS
		5 Ligao NHS
		6 Tabaco NHS
		7 Camarines Sur NHS
		8 Marcial Ranola MNHS
West Visayas College of Science and Technology - Burgos St., La Paz, Iloilo	VI	1 Altavas NS
		2 Calinog National CompHS
		3 Sta. Barbara CompHS
		4 Cabatuan NHS
		5 Alimodian NCHS
		6 Batad NCHS
		7 Miagao NCHS
		8 Duenas CompHS
		9 Dingle National CompHS
		10 Passi NHS

<b>Cebu Institute of Technology - N. Bacalso Avenue, Cebu City</b>	<b>VII</b>	1	Awihao NHS	
		2	Alicia NHS	
		3	Cabancalan NHS	
		4	B. Durana NHS	
		5	Negros Oriental NHS	
		6	Buanoy NHS	
		7	Valencia NHS	
		8	Marigondon NHS	
		9	Daan Bantayan NHS	
<b>Asian Development Foundation College - Tacloban City</b>	<b>VIII</b>	1	Almeria NHS	
		2	Catarman NHS	
		3	Lalawigan NHS	
		4	Sta. Margaria NHS	
		5	Sogod NHS	
		6	Babatngon NHS	
<b>Dipolog Medical Center Colleges - Fr. Patangan Road, Mibang, Sta. Filomena, Dipolog City</b>	<b>IX</b>	1	Zamboanga del Norte NHS	
		2	Zamboanga City HSM	
		3	Zamboanga del Sur NHS	
		4	Ayala NHS	
	<b>X</b>	1	Bukidnon NHS	
		2	Cagayan de Oro CNHS	
		3	Camiguin NHS	
		4	Gingog City NHS	
		5	Lanao del Norte NCHS	
		6	Misamis Occidental NHS	
		7	Misamis Oriental NCHS	
		8	Tangub City NHS	
		9	Valencia City NHS	
	<b>To Be Announced</b>  (Please contact your Regional Supervisors for the training venue)	<b>XI</b>	1	Southern Davao HS - Panabo NHS-Annex
			2	Davao City NHS
3			Mati NCHS	
4			Nabunturan NHS	
5			Digos City NHS	
<b>XII</b>		1	General Santos City HS	
		2	Mlang Agricultural HS	
		3	Esperanza NHS	
		4	Tangtangan NHS	
<b>CARAGA Regional Science High School Brgy. San Juan, Surigao City</b>	<b>CARAGA</b>	1	Agusan Sur NHS	
		2	Agusan NHS	
		3	San Francisco NHS	
		4	Surigao del Sur NHS	
<b>Ateneo de Naga University - Naga City</b>	<b>NCR</b>	1	San Francisco NHS	
		2	Quirino HS	
		3	Santolan HS	
		4	Roxas HS	
<b>Malayan College - B6 14 Pulo Diezmo Road, Brgy. Banay-Banay, Cabuyao, Laguna</b>	<b>CAR</b>	1	Twin Peaks NHS	
		2	Benguet NHS	
		3	Sabangan NHS	
		4	Pines City HS	