



Republic of the Philippines  
Department of Education  
Region 4-A CALABARZON  
Province of Quezon  
**DIVISION OF TAYABAS CITY**  
Tayabas City



**DIVISION MEMORANDUM NO. 024**

**TO :** OIC-ASSISTANT SCHOOLS DIVISION SUPERINTENDENT  
CHIEFS, EDUCATION PROGRAM SUPERVISOR, CID AND SGOD  
EDUCATION PROGRAM SUPERVISORS, TLE, LRMDs, & ENG.  
HEADS, PUBLIC ELEMENTARY AND SECONDARY SCHOOLS  
ALL SCHOOL ICT COORDINATORS  
ALL LPNHS DEPARTMENT IN CHARGE OF ICT

**FROM :** CATHERINE P. TALAVERA, Ph. D.  
OIC- Schools Division Superintendent

**SUBJECT :** WORKSHOP ON WRITING ACTIVITY CARD

**DATE :** January 20, 2017

Relative to the Memorandum issued by DepEd Information and Communications Technology Service re: ICT LAC Activity Cards Collection on January 16-31, 2017, all created activity cards will be uploaded in our LR Portal for Professional Development purposes.

The objectives of the activity are as follows:

1. To collect new ICT LAC Activity Cards
2. To create an inventory of these cards
3. To load these materials in the LR Portal

In this connection, all School ICT Coordinators are advised to attend a One-day Workshop on Writing Activity Card on ~~Wednesday~~ January 25, 2017, 1:00 – 5:00 pm at Tayabas East Central School III.

Your full cooperation is highly expected.

Immediate and wide dissemination of this Memorandum is highly anticipated.

ITO/ Workshop on Writing Activity Cards  
DM-024 /January 20, 2017

*We are an emerging division where excellence is a habit and allegiance for quality is a pledge.*

Email us at: [tayabas.city@deped.gov.ph](mailto:tayabas.city@deped.gov.ph)

Website: [www.depedtayabascity.ph](http://www.depedtayabascity.ph)

tel. no. : (042) 797-0591

telefax no. : (042) 797- 0054), (042) 797-0773

