



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



DIVISION MEMORANDUM No. 197

**TO : CHIEFS, CID AND SGOD
EDUCATION PROGRAM SUPERVISORS
HEADS, PUBLIC ELEMENTARY AND SECONDARY SCHOOLS**

FROM : CATHERINE P. TALAVERA, CESO VI
Schools Division Superintendent

SUBJECT : SUBMISSION OF SCHOOL ICT IMPLEMENTATION PLAN

DATE : June 25, 2018

All School Heads are advised to submit the School ICT Implementation Plan on or before July 20, 2018 to Mr. Kendrick C. Cabrera, Information Technology Officer I.

Attached is the format of the plan and monitoring tool for your reference.

Your full cooperation is highly expected.

Immediate and wide dissemination of this Memorandum is highly anticipated.

ITO/ Submission of School ICT Implementation Plan

DM- 197 /June 25, 2018



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

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Sample Template

ICT IMPLEMENTATION PLAN
SY 2018-2019

Name of ICT Coordinator: _____ School: _____

Concepts to be Applied/Shared	Activities or Projects	Date and Duration (Beginning and Ending Dates)	Human Resources Needed	Financial Resources Needed	Material and Other Resources Needed	Indication of Success
ICT Integration to Teaching	Utilization of DCP in teaching all subjects	June 2018 – March 2019	ICT Coordinator, School Head, and _____ Teachers	MOOE, Canteen Fund	DCP Room, Available ICT Equipment	100% of teachers integrate ICT in Teaching

Prepared by: _____

School Head

Approved: _____

CATHERINE P. TALAVERA, CESO VI
Schools Division Superintendent



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CITY SCHOOLS DIVISION
City of Tayabas



MONITORING TOOL FOR APPROVED ICT IMPLEMENTATION PLAN

Date: _____

Name of School : _____

Principal Name : _____

ICT Coordinator: _____

Date	Concepts to be Applied/Shared	Activities	Remarks

Findings

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Recommendation:

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