



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region IX, Zamboanga Peninsula
DIVISION OF ZAMBOANGA DEL NORTE
7100 Dipolog City


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DIVISION OF ZAMBOANGA DEL NORTE
DIPOLONG CITY

RELEASED

BY:  07 JUN 2017
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DIVISION MEMORANDUM
No. 183, S. 2017

TO : ALL SCHOOL HEADS
This Division

FROM :  **NATIVIDAD P. BAYUBAY**, CESO VI
Officer-In-Charge
Office of the Schools Division Superintendent

SUBJECT : REDUCED TEACHING LOADS FOR SCHOOL ICT
COORDINATORS

DATE : JUNE 07, 2017

In order to properly sustain the operation and maintenance of all the Central Office's and the Division's existing Information System Programs and Projects, School heads are directed to reduce the teaching load of their designated School ICT Coordinators. The School ICT Coordinator shall only qualify to a reduced teaching load if the school is a Project EnCoDES recipient. The reduced number of hours will be based upon the school's total number of enrollees. Hence, the concerned School ICT Coordinators will have a 2-hour teaching load reduction if their schools have 500 enrollees and above. Otherwise, the assigned Coordinator will have a 1-hour teaching load reduction.

Furthermore, the School ICT Coordinator shall be exempted of the responsibility of being a class adviser unless the school has a shortage of deployed teachers.

For strict compliance.