Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

November 5, 2026

DIVISION MEMORANDUM
No. 685, s. 2026

PARTICIPATION OF TECH4ED CENTER MANAGERS IN THE CENTER MANAGERS TRAINING (CMT)

To: Public Schools District Supervisors (PSDS)/Principal In-Charge of the District (PID)
Heads of Public Elementary, Secondary, and Integrated Schools
Designated Tech4ED Center Managers
All Others Concerned

1. Attached is the communication from the Department of Information and Communications Technology (DICT) Region VI, signed by Mr. Marvin L. Manuel, Provincial Officer of DICT Aklan Provincial Field Office, dated **October 4, 2026**, regarding the conduct of the **Center Managers Training (CMT)** on **November 10–11, 2026**.

2. The activity will be conducted through a **hybrid setup at the Digital Transformation Center (DTC) - Aklan**, DICT Aklan Provincial Field Office, Mabini St., Poblacion, Kalibo, Aklan, and via online modality.

3. Concerned Tech4ED Center Managers listed in Enclosure No. 1 are hereby excused from their regular duties on November 10–11, 2026, to allow full participation in this capacity-building activity.

4. Priority for Face-to-Face Attendance:

   - Face-to-face participation is prioritized for Center Managers whose centers were previously visited and assessed by DICT.
   - Other declared Tech4ED Center Managers not included in the priority list are encouraged to join via the online modality.
   - Attached are lists of **Face – Face** and **Virtual** Participants, and the **Program Flow.**
   - **This is the link for virtual participants:** https://meet.google.com/jsm-fwdu-gpp

5. For more inquiry, please contact Floradel P. Jamero, Division ITO through Telephone Number **265-3743.**

6. Immediate dissemination of and strict compliance with this Memorandum is directed.

FOR THE SCHOOLS DIVISION SUPERINTENDENT

ROLAND F. DEMOCRITO
Administrative Officer V
In-Charge of the Division

Enclosure: As stated
To be indicated in the Perpetual Index
Under the following subjects:

PROGRAMS
TEACHERS
TRAINING

/FPJ

Poblacion, Numancia, Aklan
Tel/Fax No. (265 3740 I 265 3741 I 265 3743)
Website: https://depedaklan.online
Email Address: aklan.1958@deped.gov.ph

October 4, 2026

DR. FELICIANO C. BUENAFE, JR. CESO VI
Schools Division Superintendent
Department of Education – Schools Division Office of Aklan
Numancia, Aklan

ATTENTION: FLORADEL P. JAMERO
Information Technology Officer I

SUBJECT: REQUEST FOR PARTICIPATION AND EXCUSAL OF TECH4ED CENTER MANAGERS

Dear Dr. Buenafe,

Greetings from the Department of Information and Communications Technology (DICT) Region VI!

The **DICT Region VI**, through the **Tech4ED-Digital Transformation Center (DTC) Project**, will conduct a **Center Managers Training** on **November 10–11, 2026**, at the **Digital Transformation Center (DTC) – Aklan, DICT Aklan Provincial Field Office, Kalibo, Aklan**. The activity will be conducted through a **hybrid setup**, allowing participants to attend either face-to-face or online.

The training aims to strengthen the competencies of Tech4ED Center Managers in the effective management and operation of their respective centers, particularly in center sustainability, documentation, monitoring, program implementation, and the delivery of ICT-enabled services to their communities.

In this regard, we respectfully request the **Schools Division Office of Aklan** to allow and excuse the concerned Tech4ED Center Managers from their regular duties on **November 10–11, 2026**, to enable them to participate in this capacity-building activity.

For the **face-to-face component**, priority will be given to the **Tech4ED Center Managers whose centers have already been visited and assessed by DICT** during the recent site visits. Their participation will provide an opportunity to discuss site-visit observations, identified concerns, and recommendations for the improvement and sustainability of their respective centers. Other declared Tech4ED Center Managers who are not included in the face-to-face priority group are likewise encouraged to participate through the **online modality**.

We kindly request you to register through the link below to secure your face-to-face slot:
Registration Link: https://bit.ly/CMT-Aklan

We believe that the active participation of the Center Managers will further strengthen the partnership between DICT and DepEd in promoting digital literacy, improving the delivery of ICT-enabled services, and ensuring the sustainability of Tech4ED Centers in the Province of Aklan.

We respectfully seek your favorable consideration and support in allowing the concerned personnel to attend the training. Thank you for your continued cooperation and support for DICT's ICT capacity-building initiatives.

Respectfully yours,

Digitally signed by Manuel Marvin Lozada

MARVIN L. MANUEL
Provincial Officer
DICT Aklan Provincial Field Office

List of Tech4ED Centers Visited and Assessed by DICT:

No.	Tech4Ed Center Location	Center Managers
1	Rizal J. Rodriguez Sr. National High School	Mr. Joseph M. Julian
2	Bay-Ang Magpag-Ong National High School	Ms. Margelyn D. Parohinog
3	Camaligan National High School	Mr. Jess D. Oquendo
4	Gen. F. Castillo Memorial School	Mr. El John T. De La Cruz
5	New Washington National Comprehensive High School	Mr. John Aljay Traje
6	Ochando National High School	Mr. Charlito A. Ventura Jr.
7	Gaudencio L. Vega National High School	Ms. Maria Zayda Pedes M. Bonifacio
8	Guadalupe National High School	Dr. Myra A. Polestico
9	Libacao Central Elementary School	Ms. Harriet G. Villegas
10	Batan Elementary School	Ms. Mykieh P. Robles
11	Batan Academy (A National School)	Ms. Kian B. Candelario
12	Bangbang Elementary School	Ms. Norwena Cuatriz
13	Aguinaldo T. Repiedad Sr. Integrated School	Mr. Jocon Paul A. Lauren
14	Pinamuk-An Integrated Farm School	Mr. Louie P. Rebutar
15	Aklan National High School for Arts and Trades	Mr. Jolmar B. Intano
16	Kalibo Pilot Elementary Tech4ed Center	Valquin V. Pullantes
17	Kalibo Integrated Special Education Center	Gesly Maylas

ICT Literacy and Competency Development Bureau

LIST OF PARTICIPANTS

CENTER MANAGERS TRAINING
November 10-11, 2026 | 8:00 AM – 5:00 PM | FACE-TO-FACE

No.	FULL NAME	AGENCY NAME	EMAIL ADDRESS
1	Joseph M. Julian	DepEd Aklan	joseph.julian@deped.gov.ph
2	Margelyn D. Parohinog	DepEd Aklan	margelyn.delossantos@deped.gov.ph
3	Jess D. Oquendo	DepEd Aklan	jess.oquendo@deped.gov.ph
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ICT Literacy and Competency Development Bureau

LIST OF PARTICIPANTS

CENTER MANAGERS TRAINING
November 10-11, 2026 | 8:00 AM – 5:00 PM | ONLINE

No.	FULL NAME	AGENCY NAME	EMAIL ADDRESS
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CENTER MANAGER TRAINING
November 10-11, 2026 | 8:00 AM - 5:00 PM
DTC-AKLAN, DICT Aklan Provincial Field Office

PROGRAM FLOW

Date **Day 1:** ***November 10, 2026***	**Activity**	**People Involve**
8:00 AM - 8:30 AM	Registration	*Acknowledgement of Participants (Online & Face-to-Face) and Guests*
8:30 AM - 8:40 AM	Preliminaries	*AVP: Prayer, Philippine National Anthem*
8:40 AM - 8:50 AM	Opening Message	**MARVIN L. MANUEL** *Provincial Officer* *DICT Aklan Provincial Field Office*
8:50 AM - 9:00 AM	Message of Support	**FLORADEL P. JAMERO** *Information Technology Officer I* *DepEd SDO Aklan*
9:00 AM - 10:00 AM	Orientation of Center Managers Roles and Responsibilities	**HADASA A. MANALILI** *Center Manager* *DTC-Aklan*
10:00 AM - 10:20 AM	What is DTC and Updates on the Tech4ED	
10:20 AM - 11:30 AM	Cyber Hygiene for Everyone	
LUNCHBREAK		
1:00 PM - 3:00 PM	Google AI Productivity Tools (AI in the Workplace, Gemini, Gemini Notebook)	**DARWIN J. AVANCE** *Regional Center Manager* *DTC-Iloilo*
3:00 PM - 3:15 PM	**SNACK BREAK**	
3:15 PM - 5:00 PM	Workspace Studio	**DARWIN J. AVANCE** *Regional Center Manager* *DTC-Iloilo*
END OF DAY 1		

Date	Activity	People Involve
Day 2: ***November 11, 2026***		
8:00 AM - 8:30 AM	Registration	
8:30 AM - 8:40 AM	Preliminaries	*AVP: Prayer*
8:40 AM - 10:00 AM	Robotics using Microbit - Calamity Exercise	**DARWIN J. AVANCE** *Regional Center Manager* *DTC-Iloilo*
10:00 AM - 11:30 AM	Introduction to ZM Robo (Windmill, Line Tracing)	
LUNCHBREAK		
1:00 PM - 2:30 PM	Introduction to Cisco Networking Academy (Direct to Platform)	**HADASA A. MANALILI** *Center Manager* *DTC-Aklan*
2:30 PM - 2:45 PM	**SNACK BREAK**	
2:45 PM - 4:20 PM	Introduction to Digital Workforce Hub (Direct to Platform)	**DARWIN J. AVANCE** *Regional Center Manager* *DTC-Iloilo*
4:20 PM – 4:50 PM	**AWARDING OF CERTIFICATES**	
4:50 PM – 5:00 PM	Closing Remarks	**MARVIN L. MANUEL** *Provincial Officer* *DICT Aklan Provincial Field Office*
END OF DAY 2		