



Republic of the Philippines
Department of Education

CARAGA REGION
SCHOOLS DIVISION OF SURIGAO DEL SUR

Office of the Schools Division Superintendent

Date: October 11, 2021

OFFICE MEMORANDUM

No. 171, s. 2021

ORIENTATION ON ICT INFRASTRUCTURE POLICIES AND GUIDELINES

To: Schools Division Superintendent
 Assistant Schools Division Superintendent
 Chief of Sections
 All Section Heads
 All Division Office Personnel
 This Division

1. The Information and Communication Technology (ICT) Unit of Surigao del Sur Division will conduct a half-day orientation on the ICT Infrastructure Policies and Guidelines at 9:00 am to 11:00 am via Google Meet on October 18, 2021. Link: <https://meet.google.com/zkm-pwva-wri>
2. The aim of this activity is to orient the division office personnel on the new policies and guidelines on the newly established ICT Infrastructure. The orientation includes the following.
 - a. WIFI Access and LAN Connection
 - b. Schedule of the Network Maintenance
 - c. Access on Guest Network
 - d. Security and Restriction on the Sites to be access
 - e. Internet Connection
 - f. File sharing and File Storage.
 - g. Succeeding plan and activities of ICT.
3. The participants are required to attend the short orientation.
4. Immediate dissemination of this memorandum is desired.


JOSITA B. CARMEN, CESO V
 Schools Division Superintendent

Encl.: As stated

Reference:

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

MGM/DM-MEMO

171/October 12, 2021



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