



UAP00-1019-000 31
To authenticate this document,
please scan the QR Code



Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

DepEd Task Force COVID-19
MEMORANDUM No. 6
13 March 2020

For: **Execom and Mancom**
ARDs, SDSes, ASDSes, Division Chiefs
ICTS, Regional and Division IT Officers
All Other Concerned Offices

Subject: **ADOPTION OF VIDEO CONFERENCING SYSTEM DURING**
COMMUNITY QUARANTINE PERIOD DUE TO COVID-19 TO
CONTINUE OPERATIONS AND COMMUNICATIONS

In response to the community quarantine imposed in the entire Metro Manila and other areas in the Philippines due to the escalation of the COVID-19 Alert System to Code Red Sublevel 2, the Office of the Undersecretary for Administration (OUA) through the Information and Communications Technology Service (ICTS) has released **a video conferencing system that uses Microsoft Teams to allow DepEd Officials to continue operations and communications** while the community quarantine is in effect.

ICTS shall immediately install the said application in the laptops and mobile devices of DepEd Central Office executives and conduct the necessary simultaneous coaching sessions today, 13 March 2020. Details such as the venue and duration of the training will be available through the **ICTS - User Support Division (USD) with phone: (02) 8633-7264, and/or email icts.usd@deped.gov.ph**, and or

The User Guide for the said Microsoft Teams can be accessed via link: **bit.ly/VideoConferencingSystem**. ICTS-USD staff will be available at the Central Office for any request relative to the installation of the application in the devices during the said quarantine period. Queries and support may also be posted at **Workplace Open Group "Videoconferencing"** at <https://my.workplace.com/groups/videoconferencingsystem/>.

All Regional and Division IT Officers are hereby instructed to do the same for the Regional and Division Officials.

For immediate and appropriate action.

ALAIN DEL B. PASCUA
Undersecretary
Chairperson, DepEd Task Force COVID-19



Office of the Undersecretary for Administration (OUA)

[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers' Camp (BTC), Central Security & Safety Office (CSSO)]

Department of Education, Central Office, Meralco Avenue, Pasig City
Rm 519, Mabini Bldg; Mobile: +639260320762; Tel: +63286337203, +63286376207
Email: usec.admin@deped.gov.ph; Facebook/Twitter @depedtayo



Scan this QR Code to view
Videos and Magazines
of Major Programs

