

Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
Sudlon, Lahug, Cebu City



September 19, 2017

Division Memorandum

No. 609, s. 2017

SPECIAL SCIENCE AND COMPUTER LITERACY PROGRAM

To: Assistant Superintendents
Chiefs, SGOD and CID
Education Supervisors / Coordinators
District Supervisors / OICs
Elementary and Secondary School Heads
Heads, Private Elementary and Secondary Schools

1. Attached is a letter from Ms. Doris B. Siroy, President, S.-E. Infotech Educational Development Program, Cotcot, Liloan, Cebu pertaining to "Special Science and Computer Literacy Program" enclosed herewith a "Project Proposal."
2. School heads are directed to ensure that no classes will be left unattended / disturbed due to the conduct of the test/exam. This is purely voluntary to public and private schools in the Province of Cebu.
2. Wide dissemination of this Memorandum is desired.


RHEA MAR A. ANGTUD, Ed.D., CESO VI
Schools Division Superintendent

Telephone Numbers:

Schools Division Superintendent: (032) 255-6405
Asst. Schools Division Superintendent (032) 414-7457
Accounting Section: (032) 254-2632
Disbursing Section: (032) 255-4401

Website: www.depedcebuprovince.com
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D494484L

Dr. Montob

S.-E. INFOTECH EDUCATIONAL DEVELOPMENT PROGRAM

Cotcot, Liloan, Cebu

Contact #: 09179455867

Rhea Mar A. Angtud Ed.D., CESO VI
Schools Division Superintendent

Dear Madam,

In our desire to help the students, particularly those nurture special interest in the field of Science and Technology, **S.-E. INFOTECH EDUCATIONAL DEVELOPMENT PROGRAM** has embarked on a kind of development project designed to provide broadened perspective among students as well as their parents on matters regarding Science and Technology. This program called **S.-E. INFOTECH EDUCATIONAL DEVELOPMENT PROGRAM**, aims to link the home and school together to enable them to appropriately respond to the special needs of parents and understanding the learning process of their children.

To promote and develop Science Consciousness in the youth, the **S.-E. INFOTECH EDUCATIONAL DEVELOPMENT PROGRAM** offers the students to provide an advance computer training study. This will enhance among them the basic knowledge in Science and certain degree of computer literacy. While the program aims to help every students attain proficiency in their academic pursuits, it may also reduce the financial burdens of parents who have to cope up with the high cost of education particularly on the tuition fees.


Under the scheme science, quizzes shall be administered to all primary and secondary students in both private and public schools within the division. Those who will pass the test/exam will be give a special privilege. Likewise the students will be given the HANDS-ON ADVANCE COMPUTER TRAINING in a prestigious College Schools or Computer Schools near their area.

✓ This program is very essential but voluntary and is NOT compulsory on the part of the parents concern.

Along with the foregoing premise, the permission of your good office to give the aforementioned activity is respectfully requested.

The universal fact stands that the more we learn greater is our chances for success.
Please allow us to THANK YOU in participation to your favorable consideration hereon.

Very Sincerely Yours,


DORIS B. SIRDY
President



S.-E. INFOTECH
EDUCATIONAL DEV'T PROGRAM

COTCOT, LILOAN, CEBU
CONTACT NO.: 0917-945-5867

Project Proposal

Project Title : Special Science and Computer Literacy Program
Thru : S.-E. INFOTECH EDUCATIONAL DEVELOPMENT PROGRAM
Coverage Area : Region 7
Target of Recipients : Primary Level and Secondary Level

OBJECTIVE:

To be able to extend an Educational Development Program to interested recipients at a very low and affordable cost especially on Computer Literacy in coordination with an accredited schools and I.T. institution which will provide the facilities for learning and thus serves as a gateway for science and technology enhancement knowledge acquisition.

DURATION OF THE ROJECT:

1. Fourteen(14) sessions
2. Every Saturday/Sunday
3. Schedule: Two(2) hours every session, as per schedule
4. Period: 3-months and 2-weeks

CURRICULUM:

1. Microsoft Office (Word, Excel and PowerPoint)
2. Adobe Photoshop
3. Macromedia Flash
4. Internet and Email Multimedia
5. PC Troubleshooting



S.-E. INFOTECH
EDUCATIONAL DEV'T PROGRAM

COTCOT, LILOAN, CEBU
CONTACT NO.: 0917-945-5867

BRIEF DESCRIPTION OF THE PROJECT:

The **S.-E. INFOTECH EDUCATIONAL DEVELOPMENT PROGRAM** through its group representative would serve to be integrated in the project guidelines. The project would only commence from the approval of the School Management.

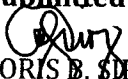
VISION STATEMENT:

To educate and serve every Filipino a high quality I.T. based education especially those who were having financial difficulties in order to prepare them to global market and also to lend a hand to the government for the brighter future and for the love of our God and our motherland.

MISSION STATEMENT:

To be able to extend an Educational Development Program to interested recipients at a very low and affordable cost especially on Computer Literacy in coordination with an accredited schools and I.T. institution which will provide the facilities for learning and thus serves as a gateway for science and technology enhancement knowledge acquisition.

Submitted by:


DORIS B. SROY
(President)



This certifies that

S.-E. INFOTECH EDUCATIONAL DEVELOPMENT PROGRAM
(Barangay)

COTCOT, LILOAN, CEBU, REGION 7 (CENTRAL VISAYAS)

is a business name registered in this office pursuant to the provisions of Act 3883, as amended by Act 4147 and Republic Act No. 863, and in compliance with the applicable rules and regulations prescribed by the Department of Trade and Industry.

This certificate issued to

DORIS BANTILAN SIROY

COTCOT, LILOAN, CEBU, REGION 7 (CENTRAL VISAYAS)

is valid from 8 June 2017 to 8 June 2022 subject to continuing compliance with the above-mentioned laws and all applicable laws of the Philippines, unless voluntarily cancelled.

In testimony whereof, I hereby sign this

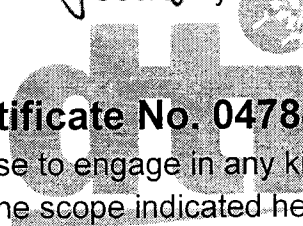
**Certificate of
Business Name Registration**

and issue the same on this 8th day of June 2017 in the Philippines.

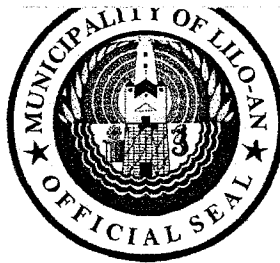

RAMON M. LOPEZ
Secretary

Certificate No. 04784634

This certificate is not a license to engage in any kind of business and valid only at the scope indicated herein.


DEPARTMENT OF
TRADE & INDUSTRY
PHILIPPINES

TRN 8164366



REPUBLIC OF THE PHILIPPINES
PROVINCE OF CEBU

OFFICE OF THE MAYOR

BUSINESS PERMIT

is hereby granted to

DORIS BANTILAN SIROY

to conduct / operate / engage / maintain business pursuant to the Revised Tax Code of the Municipality of Liloan described below:

Permit Number LIL- 2017-002506
Name of Business S.-E INFOTECH EDUCATIONAL
 DEVELOPMENT PROGRAM
Nature of Business SERVICES
Status of Business NEW
Location of Business COTCOT, LILOAN, CEBU

Given this 14th day of August, 2017 at the Municipality of Lilo-an, Cebu, Philippines.

Approved by:


MA. ESPERANZA CHRISTINA C. FRASCO

Mayor

LILOAN MUNICIPAL HALL, 6002 LILOAN, CEBU • TEL NOS. (+63)32 564-3131, 564-2989 • WWW.LILOAN.GOV.PH

Note:

Abante Liloan! #livelovelliloan

- (1) This permit is non-transferable and valid until December 31 of the current year, unless cancelled or revoked by competent authorities.
- (2) It shall be renewed not later than January 20 of the ensuing year.
- (3) It shall be posted conspicuously inside the place where the business is conducted, and shall be presented upon verification and demand.
- (4) All lacking requirements shall be submitted within thirty (30) days from the date of application unless provided otherwise by pertinent laws, rules and regulations.
- (5) It shall be surrendered within twenty (20) days after cessation of operation or retirement of business.
- (6) Failure to comply the regulatory requirements within thirty (30) days from the issuance hereof shall cause the automatic revocation or cancellation of this business permit.

2017

OR# 15147740

Date: 8/14/2017