



January 23, 2020

DIVISION MEMORANDUM

No. 048, s. 2020

ADOBE CREATIVE CLOUD LICENSE DISTRIBUTION

To: Asst. Schools Division Superintendent
Chiefs of Division
Education Program Supervisors
Public Schools District Supervisors
Division Information Technology Officer
Junior and Senior High School Principals
All Others Concerned

1. This Office announces that the Office of the Undersecretary for Administration have procured Adobe Creative Cloud Suite licenses to support the requirements for digital creation and design arts.
2. In this regard, **all Junior and Senior High School teachers handling ICT subjects** are required to accomplish the online form via URL: <http://bit.ly/SDO-BAT-ADOBECC> (valid DepED Email is required) to be consolidated by the Division Information Technology Officer. Attached is the OUA Memorandum for details.
3. Accomplishment of the online form is until January 31, 2020 at 3:00 PM.
4. An auto reply Email notification will be sent to the DepED Email of the concerned teachers for further instructions as required by the Regional ICT Unit. A valid Workplace Facebook account is required.
5. Immediate and wide dissemination of this Memorandum is desired.

ROMEO M. ALIP, Ph. D., CESO V
Schools Division Superintendent

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Reference: OUA Memo 14-0120-0569

“WE MOULD HEROES”

VISION

We dream of Filipinos who passionately love their country and whose values and competencies enable them to realize their full potential and contribute meaningfully to building the nation.

As a learner-centered public institution, the Department of Education continuously improves itself to better serve its stakeholders.

MISSION

To protect and promote the right of every Filipino to quality, equitable, culture-based, and complete basic education where:

- Students learn in a child-friendly, gender-sensitive, safe, and motivating environment
- Teachers facilitate learning and constantly nurture every learner
- Administrators and staff, as stewards of the institution, ensure an enabling and supportive environment for effective learning to happen
- Family, community, and other stakeholders are actively engaged and share responsibility for developing life-long learners

QUALITY POLICY

- I. Providing quality product and service to our customers and meeting regulatory and all applicable ISO 9001:2015 requirements.
- II. Considering and meeting all external and internal issues relevant to our purpose, strategic direction and that affect our QMS in achieving its intended results.
- III. Determining and meeting the requirements of interested parties that are relevant to the ability of our QMS to meet customer and applicable regulatory requirements.
- IV. Continually improve our QMS by reducing operational inefficiencies and enhancing customer satisfaction.



ISO 9001: 2015 CERTIFIED



Republika ng Pilipinas
Kagawaran ng Edukasyon
 Tanggapan ng Pangalawang Kalihim



OUA MEMO 14-0120-0569
MEMORANDUM
 13 January 2020

For: Regional Information Technology Officer I
Subject: ADOBE CREATIVE CLOUD LICENSE DISTRIBUTION

The Office of the Undersecretary for Administration (OUA) through the Information and Communications Technology Service (ICTS) have successfully procured a total of **80,000 licenses of Adobe Creative Cloud Suites**.

The said licenses are for **Junior High School and Senior High School teachers** who handle **ICT subjects** to support the requirements for digital creation and design arts.

In this regard, ICTS like to seek the assistance of the Regional Information Technology Officer I to submit the list of teachers through the collated data by the Division Information Technology Officer I on or before **31 January 2020**.

The submitted document should be in Microsoft Excel format with the following details:

Last Name	First Name	Position/ Designation	School	School ID Number	DepEd Email Address	Division	Region
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For questions and clarification, please contact Mr. Mark Anthony C. Sy at mark.sy00@deped.gov.ph.

For immediate and appropriate action.

ALAIN DEL B. PASCUA
 Undersecretary

Cc: Division Information Technology Officer I



Office of the Undersecretary for Administration (OUA)

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

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