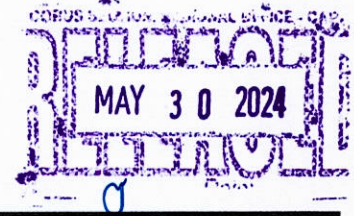




Republic of the Philippines
Department of Education
CARAGA REGION



May 29, 2024

REGIONAL MEMORANDUM

No. 0514, s. 2024

To: SCHOOLS DIVISION SUPERINTENDENTS
Division IT Officers
This Region

**CONDUCT OF NETWORK SECURITY ESSENTIAL TRAINING CUM
NORMALIZATION OF DCP PROCESSES AND SYSTEMS**

1. In response to Department of Information and Communication Technology (DICT) Circular No. 003 dated March 9, 2020, paragraph 4, which mandates all offices to establish a Computer Emergency Response Team (CERT) as a proactive mechanism for cyber incident response and handling malicious online attacks and information system vulnerabilities, the Regional ICT Unit of DepEd Caraga, in coordination with DICT Caraga Region, will conduct an orientation on Computer Emergency Response Team for IT Officers on June 4-7, 2024, in Happynest Homestay, Sta. Cruz, San Jose, Dinagat Islands.
2. The objectives of this activity include:
 - Raise awareness among IT Officers regarding current cybersecurity issues and threats.
 - Equip IT Officers with the necessary tools and knowledge to protect themselves and the office against potential cyber-attacks.
 - Develop a plan for establishing a computer emergency response team in their respective offices.
 - Finalize unified ICT templates and procedures to be used in division offices and schools.
 - Gather DCP issues and concerns for appropriate interventions.
3. In light of this, Schools Division Superintendents are required to send their respective IT Officers to this activity. No proxy is allowed.
4. Board and lodging, meals, and snacks shall be charged against the DCP-PSF downloaded to SDO-Dinagat Islands as the host division. Travel expenses and per diem of the participants shall be charged to the DCP-PSF downloaded to each SDO, subject to the usual accounting and auditing rules and regulations.



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5. The first provision is breakfast on June 4, 2024, while the last provision is PM snacks on June 7, 2024.

6. Immediate dissemination of this memorandum is desired.

MARIA INES C. ASUNCION
Regional Director

Encl/s.: programme of activities

Reference/s: NONE

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

DCP IMPLEMENTATION

INTERFACE MEETING

DEPED CERT-PH

ORD/mma
05/29/2024



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Republic of the Philippines
Department of Education
CARAGA REGIONAL OFFICE XIII

**CONDUCT OF NETWORK SECURITY ESSENTIALS TRAINING CUM NORMALIZATION
OF DCP PROCESSES AND SYSTEMS**

June 4-7, 2024

HappyNest Homestay, Sta. Cruz, San Jose, Dinagat Islands

PROGRAMME

Time	Activities	Responsible Person
June 4, 2024		
Part I- Opening Amenities		
06:00 AM – 08:30 AM	Registration/ Attendance/Breakfast	Secretariat
08:31 AM – 08:40 AM	National Anthem	Multimedia Presentation
	Prayer	
	DepEd Quality Policy Statement	
08:41 AM – 09:00 AM	Recognition of Participants	Nerison S. Pitogo <i>Computer Programmer</i>
	Welcome Address	Florence E. Almaden, CESO VI <i>Schools Division Superintendent Dinagat Islands Division</i>
	Statement of Purpose	Marcelino M. Ahon Jr. <i>Regional IT Officer</i>
	Message	Maria Ines C. Asuncion <i>Regional Director</i>
Part II - Program Proper		
09:01 AM – 12:00 NN	Orientation on Computer Emergency Response Team (CERT)	DICT Resource Speaker
	1. Introduction to CERT-PH Services and Training Programs	
	2. Latest Cyber Threat Landscape of the Philippines	
	Lunch Break	
01:00 PM – 04:00 PM	3. Review Setting Up CERT-PH 4. IR Lifecycle 5. Securing the CERT Environment	DICT Resource Speaker
04:01 PM – 05:30 PM	Open Forum	Facilitator
05:31 PM – 06:00 PM	Wrap Up (1 st Day)	Facilitator
	Dinner	
June 5, 2024		
06:00 AM – 08:00 AM	Breakfast	
08:01 AM – 08:30 AM	Opening Amenities (Prayer, Checking of Attendance, Recap, Energizer)	Facilitator
08:31 AM – 12:00 NN	6. Deep Dive to CERT operations - Vulnerability Management_v2	DICT Resource Speaker
	7. Deep Dive to CERT operations - Cyber Threat Monitoring	
	Lunch Break	
01:00 PM – 04:00 PM	8. CERT Security Essential Training - TableTop	DICT Resource Speaker

04:01 PM – 05:30 PM	Open Forum	Facilitator
05:31 PM – 06:00 PM	Wrap Up (2 nd Day)	Facilitator
	Dinner	
June 6, 2024		
	Breakfast	
08:01 AM – 08:30 AM	Opening Amenities (Prayer, Checking of Attendance, Recap, Energizer)	Facilitator
08:31 AM – 10:00 AM	Updates on ICT Programs and Projects	Mr. Marcelino M. Ahon Jr. Regional IT Officer
10:01 AM – 11:00 AM	Updates on DCP MIS and other ICT Information Systems	Mr. Nerison S. Pitogo Regional Programmer
11:01 AM – 12:00 NN	Presentation on Proposed Division / School ICT Plan Template	Christopher Jabagat ITO – Bislig City
	Lunch Break	
01:01 PM – 03:30 PM	Presentation on Guidelines for Comprehensive ticketing / unified procedure for account-based processing	1. Mr. Eugene Godfrey Saarenas ITO – Agusan del Norte 2. Mr. Marvin Minguillan ITO – Surigao del Sur 3. Ms. Cheryl Delena ITO – Tandag City
03:31 PM – 04:30 PM	Presentation on School utilization report based on school ICT plan	Ms. Marian P. Tonjoc 4. ITO – Bayugan City
04:31 PM – 05:30 PM	Open Forum	Facilitator
05:31 PM – 06:00 PM	Wrap Up (3 rd Day)	Facilitator
	Dinner	
June 7, 2024		
06:00 AM – 08:00 AM	Breakfast	
08:01 AM – 08:30 AM	Opening Amenities (Prayer, Checking of Attendance, Recap, Energizer)	Facilitator
08:31 PM – 10:00 PM	Presentation on the Draft Regional Template a. Unified Template for ICT Preventive Maintenance Plan	1. Mr. Kristian Dior Layno ITO – Cabadbaran City 2. Mr. Ninoree Jayme ITO – Agusan del Sur
	b. ICT Infrastructure Monitoring	Mr. Christopher Mortal
10:01 AM – 12:00 NN	Presentation of DCP Processes Tools	1. Mr. John Jabines ITO – Siargao 2. Mr. Kevin Adrian Rosas ITO – Surigao City 3. Mr. Barry Jessie Digol ITO – Surigao del Norte 4. Mr. Eric Olasiman ITO – Dinagat Islands
	Lunch Break	
01:01 PM – 02:00 PM	Open Forum	Facilitator
Part III - Closing		
02:01 PM – 02:30 PM	Synthesis	Facilitator
02:31 PM – 03:00 PM	Closing Remarks	Bryan L. Arreo, CESE Assistant Schools Division Superintendent
	Giving of Certificates	Facilitator
	Closing Prayer	Facilitator
03:01 PM – 03:30 PM	Wrap Up (4 th Day)	Facilitator
	HOME SWEET HOME	