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Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
Tanggapan ng Pangalawang Kalihim

**OUA MEMO 00-0520-0005**  
**MEMORANDUM**  
04 May 2020

For: **Regional Directors**  
**Schools Division Superintendents**  
**Public Schools District Supervisors**  
**School Heads**

Subject: **GUIDELINES ON WEBINAR SESSIONS**

The Office of the Undersecretary for Administration (OUA) through the Information and Communications Technology Service (ICTS) supports the initiatives of our partners and stakeholders in hosting different webinar sessions. As part of the new normal, training development and upskilling have become the trend in helping the teaching profession further.

With the great demand in attending different webinar sessions, the public is strongly reminded to make sure that they always validate the legitimacy of the companies or groups conducting the sessions. Likewise, the use of DepEd seal should be in accordance to DepEd Order No. 63 s. 2011, and must not be used to misrepresent or mislead the public in any activity not sanctioned by the Department. Accordingly, webinar sessions must be first approved by the Regional Office or Schools Division Office prior to its conduct and posting in social media or the web.

The ICTS-Educational Technology Unit (ETU) provides free webinar session via Facebook Live at [www.facebook.com/depededtech](http://www.facebook.com/depededtech) and YouTube Live Stream at [www.youtube.com/c/educationtechnologyunit](http://www.youtube.com/c/educationtechnologyunit) covering topics about emerging technologies, Open Educational Resources, ICT skills development program and distance learning modalities. The webinar sessions are recorded to allow future reference and review. Teachers are highly encouraged to participate and to learn new skills aligned with the DepEd Digital Rise Program.

For dissemination and appropriate action.

  
**ALAIN DEL B. PASCUA**  
Undersecretary



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**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)]*

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