



Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO  
**SCHOOLS DIVISION OF EL SALVADOR CITY**

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22 June 2023

DIVISION MEMORANDUM  
No. 282, s. 2023

**ORIENTATION FOR THE PREPARATION OF THE EQUIPMENT  
AND M365 ACCOUNTS FOR THE NATIONAL LEARNING CAMP  
ASSESSMENT (NCLA)**

To: **Assistant Schools Division Superintendent**  
**Chief Education Supervisor, CID**  
**Chief Education Supervisor, SGOD**  
**Public Elementary and Secondary School Heads**  
**Schools ICT Coordinators**  
**All Others Concerned**  
This Division

1. Regarding the upcoming administration of the National Learning Camp Assessment, the schools need to prepare the Microsoft 365 accounts the learners and ensure that these accounts are activated and can access the Learning Management System through [r10.lms.deped.gov.ph](http://r10.lms.deped.gov.ph) website.
2. In connection to the preparation, the Division of El Salvador City requests all Schools ICT Coordinators of the Elementary and Secondary Schools to join the face-to-face orientation on January 23, 2023, from 1:00 PM to 4:00 PM at the Diamond Conference Room of the Division Office.
3. All participants are requested to bring their laptop.
4. For questions and clarifications, feel free to contact the Division IT Officer at 09177154632.
5. This memorandum shall adhere to the Equal Opportunity Principle (EOP) wherein there is no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
6. Immediate and wide dissemination of this memorandum is desired.

  
**RANDOLPH B. TORTOLA**  
Schools Division Superintendent





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

INFORMATION AND COMMUNICATION TECHNOLOGY  
MICROSOFT365

OSDS/SRD

