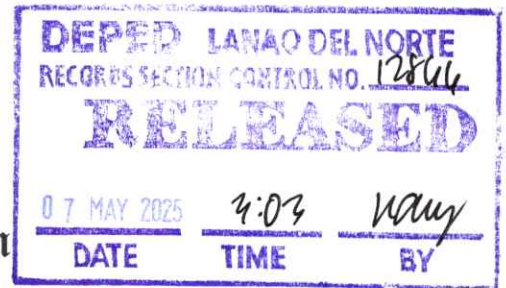




Republic of the Philippines
Department of Education
REGION X

SCHOOLS DIVISION OF LANA O DEL NORTE



7 May 2025

MEMORANDUM

**PARTICIPATION IN NEEDS ASSESSMENT SURVEY FOR EDUCATION
SECTOR/AGENCY**

To: Lady Ann L. Cabahug, PO II
Dennis B. Dozano, EPS
This Division

1. The Department of Information and Communications Technology (DICT), through its ICT Literacy and Competency Development Bureau (ILCDB), specifically the Educational Program Management Division (EPMD), is undertaking a comprehensive Competency Needs Assessment (CNA) and Training Needs Analysis (TNA). This initiative aims to evaluate the current state of ICT competencies within the education sector and to identify essential training requirements.
2. The survey aims to:
 - a. Evaluate the current status of ICT competencies within the education sector;
 - b. Identify critical digital skills gaps that may impact job performance, and develop targeted training programs to bridge these gaps; and
 - c. Ensure that education sector staff are equipped with the necessary digital skills to enhance efficiency, adapt to technological advancements, and improve overall service delivery.
3. In support of this important DICT initiative, you have been selected to participate in this survey.
4. Access the link of the survey via: <https://11nq.com/needs-assessment-for-education> on or before May 16, 2025, at 12:00NN. All responses will be kept confidential and used solely for research and improvement purposes.



Address: DepEd-Division of Lanao del Norte, Pigcarangan, Tubod, Lanao del Norte
Telephone Nos.: (063) 227 6150
Email Address: lanao.norte@deped.gov.ph
Website: <https://depedln.com>

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5. Attached is the communication from the Department of Information and Communications Technology (DICT).
6. Should you have any further queries, you may contact Mr. Florderick S. Velarde, ITO I thru florderick.velarde@deped.gov.ph
7. Immediate and strict compliance with this Memorandum is required.

EDWIN R. MARIBOJOC, CESO V
Schools Division Superintendent

ATCH: As stated

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

ICT MEMO/DICTsurvey



Address: DepEd-Division of Lanao del Norte, Pigcarangan, Tubod, Lanao del Norte
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28 April 2025

EDWIN R. MARIBOJOC, CESO V

Schools Division Superintendent

Department of Education X - Lanao del Norte

Tubod, Lanao del norte

**SUBJECT: REQUEST FOR PARTICIPATION IN NEEDS ASSESSMENT SURVEY FOR
EDUCATION SECTOR/AGENCY**

Dear **Dr. Maribojoc**:

The Department of Information and Communications Technology (DICT), through the ICT Literacy and Competency Development Bureau (ILCDB) through the Educational Program Management Division (EPMD), serves as the training arm responsible for developing and promoting Information and Communications Technology (ICT) capacity development initiatives nationwide. Additionally, the Bureau is mandated to assess, review, and support ICT research and development programs within the government. In line with this, we are conducting a comprehensive Needs Assessment (NA) survey, which includes both a Competency Needs Assessment (CNA) and a Training Needs Analysis (TNA) to evaluate ICT competencies and identify training requirements.

This survey aims to:

- Evaluate the current status of ICT competencies within the education sector;
- Identify critical digital skill gaps that may impact job performance, and develop targeted training programs to bridge these gaps; and
- Ensure that education sector staff are equipped with the necessary digital skills to enhance efficiency, adapt to technological advancements, and improve overall service delivery.

To support this initiative, we kindly request the **designation of two (2) staff member with notable ICT skill gaps** to complete the attached survey. The selected respondent will provide valuable insights based on the required categories below:

- **Teaching Staff (e.g., Teachers, Instructors, Educational Specialists)**
- **Non-Teaching Staff (e.g., Administrative Staff, Educational Administrators)**

The survey, accessible via <https://l1nq.com/needs-assessment-for-education> or by scanning the attached QR code, will take only a few minutes to complete. Please submit your responses on or before **May 16, 2025 (Friday), at 12:00 NN**. All responses will be kept confidential and used solely for research and improvement purposes. Your insights will help shape targeted training programs and optimize resource allocation, ensuring government personnel stay proficient in the latest ICT tools and best practices. We appreciate your time and effort in providing valuable feedback.

Should you have any questions or require further information, please do not hesitate to contact us at ilcdb.r10@dict.gov.ph or Engr. Alaiza Mae A. Cuerquis at 0919 883 5087. Thank you for your time and support!

Sincerely Yours,

FOR:

Digitally signed by
Reposala Eugene Cababat
iii

SITTIE RAHMA V. ALAWI, MTM, CSSGB

Regional Director, DICT 10



Needs Assessment for Education