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Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

OUA MEMO 00-0121-0078
MEMORANDUM
21 January 2021

For: **OUA Strand ManCom**
OUA Personnel
OUA Strand Microsoft Teams Focal Persons
Workplace Coordinators/Focal Persons
All Others Concerned

Subject: **OUA STRAND ORIENTATION AND**
TECHNICAL TRAINING ON MICROSOFT TEAMS


As part of the migration to Microsoft Teams as the official online communication platform, the Office of the Undersecretary for Administration (OUA) is organizing an Online Orientation and Technical Training on the Use of Microsoft Teams on Thursday, 28 January 2021 at 10:00 a.m. to 12:00 noon.

All OUA Strand ManCom, personnel, Workplace Coordinators and Microsoft Teams Focal Persons are required to attend. The link to the online training will be emailed in the coming days.

For queries on the online training, please contact Ms. Maia Tañedo of the Office of the Undersecretary for Administration at 0917-852-0603 and email at maia.tanedo@deped.gov.ph.

For compliance.

Thank you.



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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