




Republic of the Philippines
Department of Education
REGION V
SCHOOLS DIVISION OF SORSOGON

MEMORANDUM

TO: **Asst. Schools Division Superintendent
Chiefs, CID and SGOD
Public Schools District Supervisors
Secondary Schools Heads
School ICT Coordinators
All Others Concerned**

FROM:  **JOSE L. DONCILLO, CESO V**
Schools Division Superintendent

SUBJECT: **ADOBE CREATIVE CLOUD LICENSE DISTRIBUTION**

DATE: **January 15, 2020**

1. The Office of the Undersecretary for Administration (OUA) through the Information and Communications Technology Services have successfully procured a total of 80,000 licenses of Adobe Creative Cloud Suites.
2. The said licenses will be given to and utilized by Junior High School and Senior High School teachers who handle ICT subjects to support the requirements for digital creation and design arts.
3. To facilitate the Division's request, the school ICT Coordinators must consolidate the needed data following the prescribed template (Enclosure 1) which can be downloaded at the SDO Sorsogon Website (depedsorsogon.com.ph/forms.php). Softcopies of accomplished templates must be emailed to: **john.perez002@deped.gov.ph** on or before January 23, 2020. Late submissions will not be accommodated.
4. For widest dissemination and compliance.





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Enclosure No. 1 (Adobe Creative Cloud License Distribution)

| Last Name | First Name | Position | School | School ID | DepEd Email Address |
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