



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

REGIONAL MEMORANDUM

No. 753, s. 2026

JUL 20 2026

**ORIENTATION ON THE USE OF THE OPTICAL MARK RECOGNITION (OMR)
HARDWARE SCANNER, OMR SOFTWARE, AND DESKTOP COMPUTERS**

To: Schools Division Superintendents
All Others Concerned

1) This Office, through the Office of the Regional Director - Information and Communications Technology (ORD-ICT) Unit, will conduct an orientation and knowledge transfer session on the use and operation of OMR Scanners and software on July 21, 2026 from 8:00 AM to 5:00 PM at the SDO Negros Oriental Library Hub, Kagawasan Avenue, Capitol Area, Dumaguete City, Negros Oriental.

2) The required participants in this activity are the **Division Information Technology Officers (ITOs)** and **Division Testing Coordinators (DTC)** from these following Schools Division Offices:

1	SDO Negros Oriental
2	SDO Bais City
3	SDO Bayawan City
4	SDO Canlaon City
5	SDO Dumaguete City
6	SDO Guihulngan City
7	SDO Tanjay City
8	SDO Siquijor

3) Travel expenses, meal allowances, and other incidental expenses incurred by the participants shall be charged against their respective NASBE funds or local funds, subject to the usual accounting and auditing rules and regulations

4) For more questions and clarifications, contact Mr. Nathaniel E. Lajot Jr., Regional IT Officer, Office of the Regional Director-ICT Unit at mobile number 09275366081.

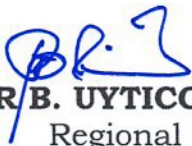


Address: Batinguel, Dumaguete City, 6200
Telephone Nos: (035) 527-5297
Email Address: nir@deped.gov.ph
Website: <https://depednir.net>



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

5) Immediate dissemination of and compliance with this Memorandum are desired.


RAMIR B. UYTICO EdD, CESO III
Regional Director

Reference: As stated
To be indicated in the Perpetual Index
under the following subjects:

ICT OMR SCANNERS WORKSHOP ICT OFFICERS

NLJ/ORD-ICT-RM/ Orientation of the Optical Mark Recognition (OMR) Hardware Scanner, OMR Software, and Desktop Computers
____/July 20, 2026