



Republika ng Pilipinas

Department of Education

OFFICE OF THE ASSISTANT SECRETARY FOR INFORMATION AND COMMUNICATIONS TECHNOLOGY

JUL 13 2026
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MEMORANDUM

OASICT-MEM-060926-U4-3

TO : **REGIONAL DIRECTORS**
(Regions II, III, IV-A, MIMAROPA, VIII, IX, X, XII, and Caraga)

SCHOOLS DIVISION SUPERINTENDENTS
(Regions II, III, IV-A, MIMAROPA, VIII, IX, X, XII, and Caraga)

ALL OTHERS CONCERNED

FROM : **ATTY. MARCELINO G. VELOSO III**
Assistant Secretary

SUBJECT : **THE AIMAZING PUBLIC SECTOR GEMINI WORKSHOP**

DATE : **9 June 2026**

1. **Purpose.** In support of improving public sector productivity and streamlining administrative processes, the Office of the Assistant Secretary for Information and Communications Technology (OASICT) and the Information and Communications Technology Service in partnership with Google Philippines, will conduct **The Amazing Public Sector Gemini Workshop (DepEd Roadshow 2026)**. This hands-on workshop is designed to empower Regional (RO) and Schools Division Office (SDO) personnel to master the Gemini ecosystem, enabling them to analyze complex policies, synthesize data, and automate workflows using no-code Artificial Intelligence (AI) tools.
2. **Objectives.** By the end of the session, participants are expected to:
 - 2.1. Leverage the Gemini ecosystem (Gemini App, NotebookLM, and Workspace Studio) using structured prompting frameworks (PCTF) to accelerate daily tasks, research, and content creation.
 - 2.2. Transform dense legal texts, citizen surveys, and government reports into actionable insights, executive briefings, and policy-grounded materials.
 - 2.3. Design and deploy specialized, no-code AI agents to streamline services, from local permit digitization to inter-agency data analysis.
3. **Session Arrangements**
 - 3.1. The workshop is scheduled from 1:30 PM to 5:00 PM on pre-determined dates across selected regions and venues, as detailed in **Annex A**.
 - 3.2. All meals during the duration of the in-person sessions will be provided by Google through their designated partner.
 - 3.3. A minimum of fifty (50) and a maximum of ninety (90) attendees will be entertained per session.

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4. **Participant Requirements.** Target attendees are RO and SDO personnel. To ensure a seamless hands-on laboratory experience, all attendees must strictly comply with the following:

- 4.1. The registration and pre-training survey for nominated participants can be accessed via bit.ly/AIMAZING-Roadshow2026.
- 4.2. Participants shall be Non-Teaching personnel from the Regional and Schools Division Office.
- 4.3. Participants are to bring their own laptop, charger, and extension cord.
- 4.4. Ensure that the following applications are installed, updated, and accessible before the event:

- 4.4.1. Google Chrome
- 4.4.2. Gemini in Gmail (marked by the diamond icon in the upper-right corner of Gmail)
- 4.4.3. Gemini App (gemini.google.com)
- 4.4.4. Google Vids (vids.new)
- 4.4.5. NotebookLM (notebooklm.google.com)
- 4.4.6. Workspace Studio (studio.workspace.google.com)

- 4.5. Attendees are highly encouraged to review and practice the exercises, use cases, and labs found in the pre-distributed onboarding materials.
- 4.6. Digital Certificate of Attendance will be provided by Google.

5. **Logistical Requirements.** Host Regional and Division Offices shall secure and prepare the workshop venue with the following technical requirements:

- 5.1. A venue capable of accommodating fifty to ninety (50-90) participants. The total number of attendees will be contingent on the capacity of the venue acquired.
- 5.2. A highly reliable Internet connection capable of supporting accessibility to all participants simultaneously, with an average speed of 20–30 Mb/s.
- 5.3. Workshop tables and chairs arranged for collaborative, hands-on discovery sessions.
- 5.4. Accessible extension cords to accommodate attendees' devices.

6. Travel Arrangements

- 6.1. Travel expenses and other incidental costs incurred by DepEd personnel shall be charged against their respective local funds.
- 6.2. All expenses incurred are subject to the usual accounting and auditing rules and regulations.

7. **Requests.** Regional Directors and Schools Division Superintendents are requested to:

- 7.1. Issue an endorsement to their respective Regional Points of Contact (POCs) to coordinate logistics, final venue selection (especially for MIMAROPA), and localized event coordination.
- 7.2. Disseminate this Memorandum to ensure full attendance of the targeted RO and SDO personnel.

8. For concerns or further information, please contact Mr. Gerard Joseph Atienza via Teams chat at gerard.atienza@deped.gov.ph cc: icts.usd@deped.gov.ph.

9. For your appropriate action.

The Amazing Public Sector Gemini Workshop (DepEd Roadshow 2026)

Schedules

Notes:

- Specific venues and assigned support staff from the Central Office will be detailed in future advisories as required.

Region	Target Venue / Location	Date (2026)	Time
Region VIII	Tacloban	Thursday, June 18	1:30 PM – 5:00 PM
Region IX	Zamboanga	Thursday, July 2	1:30 PM – 5:00 PM
Region XII	Koronadal	Wednesday, July 8	1:30 PM – 5:00 PM
Region X	Cagayan de Oro	Thursday, July 16	1:30 PM – 5:00 PM
Region III	Pampanga	Monday, July 20	1:30 PM – 5:00 PM
Region II	Tuguegarao	Thursday, July 23	1:30 PM – 5:00 PM
Region IV-A	Batangas	Monday, July 27	1:30 PM – 5:00 PM
MIMAROPA	TBD	Wednesday, July 29	1:30 PM – 5:00 PM
Caraga	Butuan	Friday, July 31	1:30 PM – 5:00 PM

Schedule of Activities

Note: Activities, speakers, and times are subject to change without prior notice.

Start Time	End Time	Module	Topic
1:30 PM	2:00 PM	Setup and registration	
2:00 PM	2:15 PM	Opening remarks	- Welcome from RD - Welcome from Google
2:15 PM	2:45 PM	Google Gemini Portfolio Overview	Agentic AI: Demo of AI agents that take action across education systems.
2:45 PM	3:30 PM	Gemini for Education	- Gemini app: Gems, Deep Research, Canvas - Google Vids - NotebookLM
3:30 PM	3:45 PM	Quick break	
3:45 PM	4:30 PM	Gemini for Education	- Create content from Drive - Workspace Studio
4:30 PM	5:00 PM	Q&A, wrap up, and closing	