



Republic of the Philippines  
**Bangsamoro Autonomous Region in Muslim Mindanao**  
**OFFICE OF THE CHIEF MINISTER**

Bangsamoro Government Center, Governor Gutierrez Avenue, Rosary Heights VII, Cotabato City 9600

**MEMORANDUM**

Circular No. 120  
Series of 2024

**TO :** ALL MINISTRIES, OFFICES, AND AGENCIES  
Bangsamoro Autonomous Region in Muslim Mindanao

**SUBJECT :** DIGITAL LITERACY TRAINING ON ICT PROJECT MANAGEMENT

**DATE :** 14 Rabi-ul-Akhir 1446 AH | 17 October 2024

1. The Bangsamoro Information and Communications Technology Office (BICTO) will be conducting the **Digital Literacy Training on ICT Project Management**. This training aims to equip participants with comprehensive skills and practical knowledge for managing IT projects effectively, including project proposal preparation, scoping, planning, risk analysis, scheduling, execution and monitoring, team building, and portfolio management.
2. With this, all ministries, offices, and agencies are hereby directed to send **one (1) IT Professional** to attend and participate in the said training on **23-24 October 2024**, from **8:00 AM to 5:00 PM** at the **Bangsamoro Planning and Development Authority (BPDA) Conference Hall, Bangsamoro Government Center, Cotabato City**.
3. Participants are requested to register by filling-out the form through the link or scan the QR Code:



<https://tinyurl.com/Registration-BICTO-DLT>

4. For questions and/or clarifications, you may contact BICTO through Ms. Normina G. Adza at 09061172454 or email at [bicto@bangsamoro.gov.ph](mailto:bicto@bangsamoro.gov.ph)

For information and compliance.

**By Authority of the Chief Minister**  
**AHOD B. EBRAHIM:**

  
**ABUNAWAS L. MASLAMAMA**  
*Senior Minister*

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Bangsamoro Autonomous Region in Muslim Mindanao  
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