**University of the Philippines Open University**

**Information and Communication Technology Development Office**

**(UPOU ICT Development Office)**

**BACKGROUND AND RATIONALE**

The UP Open University is in a unique position as the country’s leading institution in open and distance e-learning. As UPOU develops programs that attract a growing number of students from diverse geographic locations, it must continue to invest in various information and communications technologies (ICTs) that will allow its internal operations to be streamlined, automated and made accessible to students, faculty, staff and the general public. To date, almost 100% of UPOU’s courses are fully online.

The efficient use of available ICTs is key to the fulfillment of the UPOU’s mission to provide wider access to quality higher education and to live up to its identity as the Center of Excellence in Open and Distance Learning and as the Cyber University of the UP System.

**DESCRIPTION**

The Information and Communication Technology Development Office (ICTDO) is an office responsible for harmonizing the ICT systems and infrastructure at the CU level, as well as leading the development of appropriate, relevant and world-class ICTs for the effective delivery of quality open and distance e-learning.

The office is created by merging and redefining the functions of existing key offices that provide information and communications technology services, the Multimedia Center (MC) under the Office of the Chancellor, and the Management Information Systems Office (MISO) under the Office of the Vice Chancellor for Finance and Administration.

**MANDATES**

The UPOU ICT Development Office leads the UPOU towards and integrated, interconnected, harmonized and interoperable ICT systems and infrastructure as well as the development of appropriate, relevant and world-class ICTs for the effective delivery of quality open and distance education in support of its thrust of academic and operational excellence thereby contributing to the remaking of the University of the Philippines as the great national university.

**STRUCTURE**

The office is under the Office of the Chancellor. It is headed by a Director with an Administrative Officer or Administrative Assistant as office support.

In order to perform network administrations, systems administration, management of information systems, application of academic technologies, development of ICT infrastructure and services, and technical support, the Office has three sections:

1. Network Administration and Technical Support

2. Systems Administration and;

3. Academic Technologies

**ORGANIZATIONAL CHART**

**Tomas Cabagay Jr**

Systems Administration

**Jino Pulmano**

Academic Technologies

**Joseph Daniel Platon**

Network Administration and Technical Support

**Al Francis Librero**

**Director**

Information and Communication Technology Development Office

Management Information Systems Office (MISO)

Multimedia Center (MC)

Office of the Chancellor

Office of the Vice Chancellor for Finance and Administration

**UP Open University**