



LETTER CIRCULAR

Date: 25th February 2020 **Ref:** DDLTS 6/2020

To: All Heads of Primary Schools (State and Non-State) and Sections

From: Director, Directorate for Digital Literacy and Transversal Skills

Subject: Collection of faulty tablets from schools 16-27th March 2020

Heads of Schools are kindly informed that faulty tablets that have been replaced with the spare ones will be collected between the 16th and 27th March 2020.

Avantis will communicate with you the exact date of collection. You are kindly requested to put the faulty tablets in a sealed box. Please find labels with this circular in order to fill in some details such as school name, number of boxes and number of tablets in each box. These labels are to be attached to each box. We will appreciate if you can provide a list of inventory numbers of the tablets that will be collected by the delivery person.

Please note that only the faulty tablets will be collected. Please note that damaged cases and other accessories which are beyond repair, may be disposed of by the school administration.

A gentle reminder about the procedure adopted in the past years to update the AUP for each replaced tablet. OTPC tablets in schools are to be recorded on the school online inventory.

Kindly forward any queries to digital-literacy@ilearn.edu.mt

Thank you for your cooperation.

Mr. Grazio Grixti
Director
Directorate for Digital Literacy and Transversal Skills