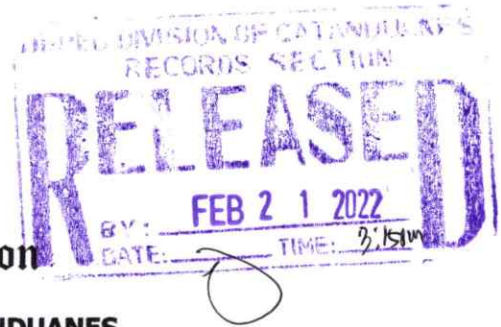




Republic of the Philippines
Department of Education
Region V – Bicol

SCHOOLS DIVISION OFFICE OF CATANDUANES



February 21, 2022

DIVISION MEMORANDUM
OSDS-ICTU-DM- 89 s. 2022

GUIDELINES FOR THE DELIVERY OF DCP FY 2020 TO RECIPIENT SCHOOLS

TO : Assistant Schools Division Superintendent
SDO Chiefs, Section/Unit Heads
Education Program Supervisors
Public Schools District Supervisors
School Heads
District/School ICT Coordinators
School Property Custodian
All others concerned

1. Please be informed that the delivery of the **FY 2020 DepEd Computerization Program(DCP) to Recipient Schools** is **ongoing** which consists of: **1 TV, 1 Laptop and 1 Lapel/Speaker**. Said delivery is thru the Third Party Logistics(3PL) and the supplier for Region V is Columbia Technologies, Inc.

2. In connection with this, designated **School ICT Coordinators(1)** in coordination with the **School Property Custodian** are advised to do the following: a) Check & Inspect the delivered items(IT packages) physically like the brand name must be the same from the DRs and no defective units was detected, before signing the Delivery Receipts(DRs) since no installation will happen during the said delivery; b) Report immediately the findings to the Division ITO(if any); c) Submit a copy of all the documents(DRs, IARs, PTR) and a short narrative report with documentation during the delivery and acceptance of the said IT equipment at the ICTU Office and upload it in the GDrive by accessing this link: <https://tinyurl.com/DCPFY2020Documents>; and d) Ensure that the School(E-classroom) complied with the requirements as stipulated in the School Readiness Checklist (SRC) requirements provided to schools last Nov. 25, 2021.

3. For information, guidance, and compliance.


SUSAN S. COLLANO
Schools Division Superintendent



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