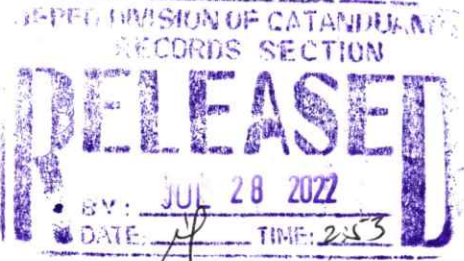




Republic of the Philippines
Department of Education
 Region V – Bicol

SCHOOLS DIVISION OFFICE OF CATANDUANES



July 28, 2022

DIVISION MEMORANDUM
 OSDS-ICTU-DM- 366

DEPED COMPUTERIZATION PROGRAM(DCP) MONITORING FROM THE REGIONAL OFFICE

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

1. Pursuant to the attached UnNumbered Memorandum from the Regional Office dated July 27, 2022 entitled "DCP Monitoring", below are the scheduled dates and the school/district to be visited and monitored by the Regional Office monitoring team:

Date	District/Municipality
August 1, 2022	- Virac
August 2, 2022	- Bato, Baras & Gigmoto
August 3, 2022	- San Miguel, Viga, Bagamanoc & Panganiban
August 4, 2022	- Caramoran & Pandan
August 5, 2022	- San Andres

2. In relation to this, School Heads through their designated School ICT Coordinators are hereby requested to be at the school premises, prepare and check the following in preparation for the said onsite visit to school:

- a) E-classroom must be compliant with the accomplished **School Readiness Checklist (SRC)** such as; Door & window grills, Tables, Monoblock Chairs, Cabinet with Lock, proper wirings, Electric Fan – for Secondary (JHS/SHS) E-classroom must be placed/located at the designated/constructed ICT Room/Building provided to schools,
- b) Status of DCP IT packages provided to schools,
- c) Delivery Receipts (DRs), Inspection & Acceptance Reports (IARs), Schedule & Logbook for the Utilization of E-Classroom (4 templates) per Division Memo No. 80 s. 2021 – Guidelines on the Use of E-Classroom and ICT Equipment during the COVID-19 Pandemic, and
- d) Updated school Google Sheet.

3. Service credit for Teachers will be granted for the services rendered during the onsite visit per CSC & DBM Joint Circular No. 2 s. 2014.

4. For information, guidance and compliance.

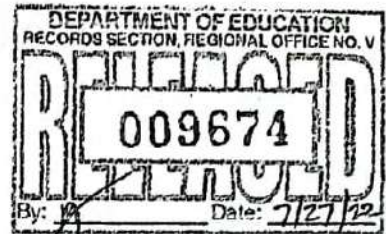
SUSAN S. COLLANO
 Schools Division Superintendent



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Republic of the Philippines
Department of Education
REGION V - BICOL



MEMORANDUM

TO : SCHOOL DIVISION SUPERINTENDENT OF
CATANDUANES
DIVISION IT OFFICER

FROM : 
GILBERT F. SADSAD
Regional Director

SUBJECT : DCP Monitoring

DATE : July 27, 2022

The DepEd Region V through ICT Unit of this Office will conduct DCP Monitoring to ensure the delivery and utilization of the IT package on August 1-5, 2022.

The Division IT Officer shall prepare the list of schools to be monitored. The Regional & Division IT Officers and Supplier Officer are requested to join the monitoring activities.

Transportation, meals, per diems, and incidental expenses relative to this activity shall be charged against DCP-PSF/Local MOOE subject to the usual accounting and auditing rules and regulations.

For your information and guidance

ORD/CTU/SBJR

MEMO2022-19



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