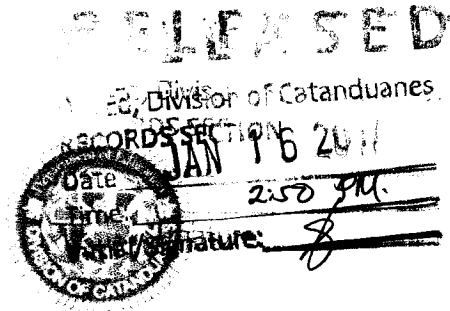




Republic of the Philippines  
Department of Education  
Region VI (Bicol)


**SCHOOLS DIVISION OF CATANDUANES**  
Virac, Catanduanes

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**MEMORANDUM**

**TO :** CID & SGOD Chiefs  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary & Secondary School Heads  
School ICT Coordinators  
School Property Custodians

**FROM :**   
SOCORRO V. DELA ROSA, CESO VI  
Schools Division Superintendent †

**SUBJECT :** SUBMISSION OF DELIVERY RECEIPTS FOR ICT PACKAGES RECEIVED BY  
SCHOOL UNDER DepEd Computerization Program (DCP)

**DATE :** January 16, 2017

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Please submit a photocopy of the **Delivery Receipts** (2 copies) for ICT Packages received by your respective schools under **DepEd Computerization Program (DCP)** for monitoring purposes of the delivery of IT equipment and for submission to the SDO Supply Officer and Commission on Audit(COA).

Said Delivery Receipts is due on **January 19, 2017** at SDO-IT Section placed in a short size folder properly labeled.

For information, guidance and compliance.