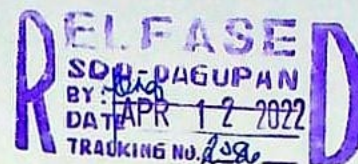




Republic of the Philippines  
**Department of Education**  
 REGION I

SCHOOLS DIVISION OFFICE DAGUPAN CITY



Division Memorandum No. 123 s. 2022

To: **Assistant Schools Division Superintendent  
 Chief Education Supervisors  
 Public Schools District Supervisors  
 School Heads  
 Supply Officer  
 School ICT Coordinators  
 School Property Custodian  
 Others Concerned**

Date: **April 11, 2022**

Subject: **MONITORING OF DEPED COMPUTERIZATION PROGRAM (DCP)**

In view of OUA MEMO 00-0322-0196, the Office of Schools Division Superintendent – ICT Unit (Mr. Reynante B. Infante), Supply Unit (Ms. Clarita Tamayo) and Curriculum Implementation Division – Learning Resource Unit (Mrs. Renata G. Rovillos) will conduct initial monitoring activities to all School Recipients under DCP FY 2018, DCP FY2019 and DCP FY2020 including the laptop packages procured under Bayanihan Act 2 and older DCP Batches (Batch 7 FY 2009 – Batch 42 FY 2017).

The said initial monitoring activity aims to:

- a. check/validate the delivered packages;
- b. validate Delivery Receipts (DR) and Inspection and Acceptance Report (IAR);
- c. retrieve Property Transfer Reports (PTR) for SDO Supply Office from recipient schools;
- d. validate actual status utilization of DCP packages and best practices;
- e. validate plans for preventive maintenance;
- f. validate mode of disposal of DCP packages;
- g. verify reporting procedures and warranty claim protocol

The scheduled dates are:

DISTRICT	Monitoring Team	SCHEDULE
District 1A	Claire Tamayo (Supply), Edwin Juliano (ICT), Lemuel Dino Visperas (CID-LR)	April 19-20
District 2A		
District 2B	Reynante Infante (ICT), Claire Tamayo (Supply), Renata Rovillos (CID-LR)	April 21
District 3A	Reynante Infante (ICT), Claire Tamayo (Supply), Renata Rovillos (CID-LR)	April 26



Address: Burgos St., Poblacion Oeste, Dagupan City  
 Telephone: (075) 615-2645/615-2649  
 Website: [depeddagupan.com](http://depeddagupan.com)  
 Email: [dagupan.city@deped.gov.ph](mailto:dagupan.city@deped.gov.ph)



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Republic of the Philippines  
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REGION I

**SCHOOLS DIVISION OFFICE DAGUPAN CITY**

District 3B	Claire Tamayo (Supply), Robet Bruce Dela Cruz (ICT), Lemuel Dino Visperas (CID- LR)	April 27
District 3C	Edwin Juliano (ICT), Claire Tamayo (Supply), Renata Rovillos (CID-LR)	April 26 - 27
District 4A	Claire Tamayo (Supply), Robet Bruce Dela Cruz (ICT), Lemuel Dino Visperas (CID- LR)	April 28-29
District 4B	Reynante Infante (ICT), John Lester Cruz (Supply), Renata Rovillos (CID-LR)	May 2
District 5A	Edwin Juliano (ICT), Claire Tamayo (Supply), Renata Rovillos (CID-LR)	May 3
District 5B	Claire Tamayo (Supply), Robet Bruce Dela Cruz (ICT), Lemuel Dino Visperas (CID- LR)	May 4

See attachments for the list of school recipients for DCP FY2018, FY2019 and FY2020 and Monitoring Tool for DCP.

Immediate and widest dissemination of the contents of this memorandum is desired.

  
**AGUEDO C. FERNANDEZ, CESO V**  
Schools Division Superintendent



**Address:** Burgos St., Poblacion Oeste, Dagupan City  
**Telephone:** (075) 615-2645/615-2649  
**Website:** depeddagupan.com  
**Email:** dagupan.city@deped.gov.ph



Management  
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**Procurement of DCP Packages  
Batch 2020: Multimedia Package**

**RECIPIENT SCHOOLS**

REGION	DIVISION	LEG. DISTRICT	SCH ID	SCHOOL NAME	MUNICIPALITY	BARANGAY	ADDRESS	NO. OF PACKAGE/S	NO. OF PACKAGE/S (LMS)
Region I	Dagupan City	4th District	102154	Bacayao Sur ES	Dagupan City			2	
Region I	Dagupan City	4th District	102162	BLISS ES	Dagupan City			2	
Region I	Dagupan City	4th District	102163	Bolosan ES	Dagupan City			1	
Region I	Dagupan City	4th District	102165	Bonuan Buquig ES	Dagupan City			1	
Region I	Dagupan City	4th District	102174	Calmay ES	Dagupan City			1	
Region I	Dagupan City	4th District	102175	Carael ES	Dagupan City			1	
Region I	Dagupan City	4th District	300369	Carael National HS	Dagupan City			3	
Region I	Dagupan City	4th District	500054	Federico N. Ceralde IS	Dagupan City			2	
Region I	Dagupan City	4th District	102149	Juan L. Slapno ES	Dagupan City			1	
Region I	Dagupan City	4th District	102158	Lasip Grande ES	Dagupan City			1	
Region I	Dagupan City	4th District	102150	Lucao ES	Dagupan City			1	
Region I	Dagupan City	4th District	102151	Malued Elementary School and Special Science Elementary School	Dagupan City			1	
Region I	Dagupan City	4th District	102170	North Central Elementary School	Dagupan City			2	
Region I	Dagupan City	4th District	102177	Pantal ES	Dagupan City			1	
Region I	Dagupan City	4th District	500055	Pugaro IS	Dagupan City			3	
Region I	Dagupan City	4th District	102171	Sabangan ES	Dagupan City			1	
Region I	Dagupan City	4th District	300370	Salapingao National High School	Dagupan City			2	
Region I	Dagupan City	4th District	102173	T. Ayson-Rosario ES	Dagupan City			1	
Region I	Dagupan City	4th District	152501	Tebeng ES	Dagupan City			1	
Region I	Dagupan City	4th District	102152	West Central ES I	Dagupan City			4	

Prepared By:

  
CARMELLA A. BERROYA  
Technical Assistant II

Reviewed By:

ENGR. OFELIA L. ALGO  
IT Officer III  
Chief, Technology Infrastructure Division

Recommending Approval:

ABRAM Y. C. ABANIL  
Director IV, ICTS

Approved By:

ALAIN DEL B. PASCUA  
Administration



2018-01: (E-Textbooks) Under FY2018 DepEd Computerization Program (DCP)

<b>DIVISION</b>	<b>SCHOOL ID</b>	<b>SCHOOL NAME</b>	<b>2-in-1 Tablet</b>	<b>Charging/</b>	<b>Wireless</b>	<b>Laptop</b>
Dagupan City	300367	Bonuan Buquig NHS	50	2	1	1
Dagupan City	102175	Carael ES	50	2	1	1
Dagupan City	300369	Carael National HS	50	2	1	1
Dagupan City	300368	Dagupan City NHS	50	2	1	1
Dagupan City	500053	East Central IS	50	2	1	1
Dagupan City	102164	Federico N. Ceralde IS	50	2	1	1
Dagupan City	500054	Federico N. Ceralde IS	50	2	1	1
Dagupan City	102168	Gen. Gregorio Del Pilar ES	50	2	1	1
Dagupan City	102159	Mangin-Tebeng ES	50	2	1	1
Dagupan City	102156	Pascuala G. Villamil ES	50	2	1	1
Dagupan City	500055	Pugaro IS	50	2	1	1
Dagupan City	102171	Sabangan ES	50	2	1	1
Dagupan City	102167	Victoria Q. Zarate ES	50	2	1	1
Dagupan City	102167	Victoria Q. Zarate ES	50	2	1	1
Dagupan City	300370	Salapingao NHS	50	2	1	1
Dagupan City	102175	Carael ES	50	2	1	1





**DEPARTMENT OF EDUCATION**  
Flores Street, Catbangen, City of San Fernando



<b>Version No.:</b> 1	<b>Rev. No.:</b> 0
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**Monitoring Tool for DepED Computerization Program.**  
*To be accomplished by School ICT Coordinator*

**Objective:** To evaluate the effective and efficient implementation and utilization of all DepEd Computerization Program (DCP) and DepEd Internet Connectivity (DICP).

**School Profile:**

School ID: \_\_\_\_\_ NAME OF SCHOOL: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Tel. no. (of the school): \_\_\_\_\_ Fax No \_\_\_\_\_ E-mail: \_\_\_\_\_  
 Province: \_\_\_\_\_ District: \_\_\_\_\_ City/Municipality: \_\_\_\_\_ Division: \_\_\_\_\_  
 Superintendent: \_\_\_\_\_  
 Name of Principal/School Head: \_\_\_\_\_  
 Contact No. /Cellphone No.: \_\_\_\_\_ E-mail: \_\_\_\_\_  
 Name of Computer Laboratory In-Charge: \_\_\_\_\_  
 Contact No. /Cellphone No.: \_\_\_\_\_ E-mail: \_\_\_\_\_

**A. INVENTORY**

**IT Equipment:**

Equipment	DCP BATCH				REMARKS
	Items Received	Date Received	Working Units	Defective Units	
LAPTOP					
SYSTEM UNIT					
MONITOR					
KEYBOARD					
MOUSE					
HEADSET					
UPS					
AVR					
PRINTER					
W-ROUTER					
SPEAKER					
RECOVERY CD					
PROJECTOR					
WHITE SCREEN					
LCD/ LED TV					
CHARGING/ STORAGE CART					
2 in 1 Tablet					
External ODD					



**Facilities:**

Facilities	Working Units	Defective Units	Total	Remarks
Air-Condition Units				
Computer Tables				
Chairs				
Electrical Outlets				
Circuit Breaker				
Telephone Line/s				
Generator				
LAN(Local Area Network)				
Electric Fan				
Fire Extinguisher				

**Internet Connection:**

No.	Internet Service Provider	Bandwith	Type of Connection

**OVERALL CONDITION of the computer laboratory:** Check your response:

Facilities	Very Good	Good	Needs Improvement	Remarks
Roof/ Ceiling				
Electrical Wiring				
Ventilation				
Lighting				
Window Grill				
Door Grill				
Locks				

**B. SECURITY ASSESSMENT**

Does the Computer Laboratory have a Log Book?  Yes  No

**Type of Security**

**Name            Schedule of Duty    Source of Funds**  
(SEF, MOOE, Canteen, PTCA, Barangay)

- Hired Security Personnel 1. \_\_\_\_\_ Day Night \_\_\_\_\_  
 2. \_\_\_\_\_ Day Night \_\_\_\_\_  
 3. \_\_\_\_\_ Day Night \_\_\_\_\_



- Barangay Tanod
1. \_\_\_\_\_  Day  Night \_\_\_\_\_
2. \_\_\_\_\_  Day  Night \_\_\_\_\_
3. \_\_\_\_\_  Day  Night \_\_\_\_\_

Others, pls. specify: *Example- Watchwoman*

1. \_\_\_\_\_  Day  Night \_\_\_\_\_
2. \_\_\_\_\_  Day  Night \_\_\_\_\_
3. \_\_\_\_\_  Day  Night \_\_\_\_\_

### C. COMPUTER LABORATORY UTILIZATION

#### PURPOSE OF USAGE

Check if applicable:

- For EPP/TLE/TVE/TVL (ICT Literacy)
- Tool for teaching different subject areas (*pls. check the applicable subject/s*)
- Math  Science  English  Filipino  AP  MAPEH
- Tool for performance task, measurement and assessment
- To accomplish clerical and administrative tasks of teachers
- To accomplish clerical and administrative tasks of non-teaching personnel
- Tool for communication and information dissemination
- To provide IT access of the community for professional development.

*Pls. specify the purpose:*

- IT Training
- Seminars
- Others (pls. specify)

---

Type of User

- LGU
- Out-of-School Youth
- Brgy. Official
- PTCA
- Others (pls. specify)
- 

#### FREQUENCY OF USAGE

- |  |                                       |                                 |
|--|---------------------------------------|---------------------------------|
| <input type="checkbox"/> All the time  | <input type="checkbox"/> Twice a week | <input type="checkbox"/> Seldom |
| <input type="checkbox"/> Thrice a week | <input type="checkbox"/> Once a week  | <input type="checkbox"/> Never  |

#### TECHNICAL PERFORMANCE

Hardware:

- Very Good       Average       Below Average       Poor



Software:

- Very Good       Average       Below Average       Poor

Connectivity:

- Very Good       Average       Below Average       Poor

Does the Computer Laboratory have a Class Schedule?  Yes  No (if yes, pls. attached)

#### D. AFTER SALES SUPPORT

a. Brand of Computer: \_\_\_\_\_

b. Service Provider: \_\_\_\_\_ Contact No.: \_\_\_\_\_

c. Local Service Provider: \_\_\_\_\_ Contact No.: \_\_\_\_\_

d. Average Response Time:

- Within the day     after 2 days     after 3 days     More than 5 days

e. Average Resolution Time:

- Within the day     after 2 days     after 3 days     More than 5 days

#### E. OTHER DOCUMENTS (check if properly accomplished by the Property Custodian/ the Principal/ the School ICT Coordinator)

a. Delivery Receipt:  Yes  No

b. Training Acceptance Report:  Yes  No

c. Inspection and Acceptance Report:  Yes  No

d. Invoice-Receipt for Property:  Yes  No

#### F. RECOMMENDATIONS:

We hereby inform your office that the above-mentioned information about DCP packages was thoroughly checked and verified in full confidence under our supervision.



**SDO Personnel:**

**School I.T. Coordinator**

Name: \_\_\_\_\_

(pls. sign over printed name)

Name: \_\_\_\_\_

(pls. sign over printed name)

**NOTED BY:**

\_\_\_\_\_

**SCHOOL HEAD**  
(pls. sign over printed name)

Date Accomplished: \_\_\_\_\_