



Republic of the Philippines
Department of Education
REGION I

SCHOOLS DIVISION OFFICE DAGUPAN CITY



Division Memorandum No. 164 s. 2023

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

Date: **April 27, 2023**

Subject: **MONITORING OF ICT EQUIPMENT AND DEPED COMPUTERIZATION PROGRAM (DCP)**

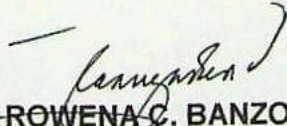
The Office of the Schools Division Superintendent – Information and Communications Technology Unit (Mr. Reynante B. Infante), Division Asset Management Unit (Ms. Clarita Tamayo) and Curriculum Instruction Division – Learning and Resource Unit (Dr. Renata G. Rovillos) will be conducting a scheduled monitoring and inspection activities to all DepEd Procured ICT equipment to ensure its maximum utilization for teaching and learning and provide technical assistance.

The said monitoring activity aims to:

- monitor the status of the delivered/procured ICT equipment;
- validate actual utilization of delivered/procured ICT equipment and best practices;
- validate proposals form maintenance plan and preventive maintenance;
- validate mode of disposal to all SDO ICT equipment due for repair, parts replacements and unserviceable;
- verify reporting procedures and warranty claim protocol

The scheduled dates for onsite monitoring will be sent through a separate Division Memorandum. Hence, this office is requesting all schools to answer the online monitoring tool for DepEd ICT equipment: <https://bit.ly/sdodc-ict-equipment>

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


Dr. ROWENA C. BANZON, 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 System
ISO 9001:2015
www.tuv.com
ID 9108640991