



Republic of the Philippines
Department of Education

REGION XII
SCHOOLS DIVISION OF SOUTH COTABATO

**Office of the Schools Division
Superintendent**

02 Sept 2022

DIVISION MEMORANDUM
OSDS No. **136**, s. 2022

MONITORING THE USE OF DCP PACKAGES IN ICT-ENABLED SCHOOLS

To: Public Schools District Supervisors/Principals In-Charge
Public Elementary and Secondary School Heads
District/School ICT Coordinators
All Others Concerned

1. The Department of Education Computerization Program was implemented to support the teaching and learning process in the schools. The Information and Communications Technology Service (ICTS) of DepEd has delivered DepEd Computerization Program (DCP) packages to support this program. In the division level, the Information and Communications Technology Unit (ICTU) shall ensure the effective utilization and monitoring of the functionality of the delivered packages.

2. In order to ensure the functionality of the ICT equipment/devices, all school heads with DCP packages in their schools shall provide intervention by instructing their school ICT coordinator to assess the condition of the devices and to provide support in the repair and maintenance of the said ICT devices which shall be charged to school MOOE. Elementary schools may request for technical support from the nearby secondary schools provided that the technician shall perform the work after office hours and shall not affect his/her duties and responsibilities in the schools.

3. Further, the school heads are directed to include in their School Improvement Plan/Annual Implementation Plan the maintenance of the DCP Packages and e-classroom. The school heads shall ensure that the e-classroom is established to house the DCP Packages, and not to be used in other means. The DCP Program is a continuous process and the schedule of delivery is expected every year to the recipient schools.

4. The ICT Unit of the division shall conduct a monitoring activity to check the compliance of the schools to this division memorandum. Schedule of the monitoring is as follows:

SDOSC-OSDS-DIO-NM-v3.0r0.0, effective 04/06/2020



Address: Alunan Avenue, Koronadal City, South Cotabato 9506
Telephone Number: (083)228-3801
Email Address: south.cotabato@deped.gov.ph





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Month	Districts
September	Lake Sebu / Polomolok Districts
October	Tupi / Tampakan Districts
November	Tantangan/Tboli/Surallah Districts
December	Banga/Norala Districts

5. For any inquiry regarding the memorandum, personnel concerned are advised to contact Mr. Vincent P. Celda, IT Officer I through telephone no. 228-2396 from 8 am to 5 pm only or send email using the email add:
ictu.southcotabato@deped.gov.ph.

6. Immediate dissemination of this memorandum is directed.


RUTH L. ESTACIO PhD, CESO VI
Schools Division Superintendent

Encl: N o n e

Reference: N o n e

To be indicated in the Perpetual Index
under the following subjects:

INFORMATION TECHNOLOGY

VPC/DM-monitoring the use of dcp packages in ict-enabled schools
0000/September 2, 2022

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