



October 7, 2015

Division Memorandum
No. 674, s. 2015

**IMPLEMENTATION OF THE DEPED COMPUTERIZATION PROGRAM
(DCP) FOR BATCH 24 (LUZON), AND BATCHES 26, 27 AND 28
E-CLASSROOM PACKAGES FOR PUBLIC ELEMENTARY
AND SECONDARY SCHOOLS IN REGIONS 1,
IV-B, VI, VII IX, X AND CAR**

To: Assistant Superintendent
Education Supervisors/Coordinators
District Supervisors/OICs
Elementary and Secondary School Heads

1. Attached herewith is DepEd Memorandum No. 106, dated September 23, 2015, entitled, **"Implementation of the Deped Computerization Program (DCP) for Batch 24 (Luzon), and Batches 26, 27 and 28 E-Classroom Packages for Public Elementary and Secondary Schools in Regions 1, IV-B, VI, VII, IX, X and CAR."**
2. Immediate dissemination of this Memorandum is desired.

ARDEN D. MONISIT, Ed. D.
Schools Division Superintendent

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Republic of the Philippines
Department of Education

23 SEP 2015

DepEd MEMORANDUM
No. **106**, s. 2015

**IMPLEMENTATION OF THE DEPED COMPUTERIZATION PROGRAM (DCP)
FOR BATCH 24 (LUZON), AND BATCHES 26, 27 AND 28 E-CLASSROOM
PACKAGES FOR PUBLIC ELEMENTARY AND SECONDARY SCHOOLS
IN REGIONS I, IV-B, VI, VII, VIII, IX, X AND CAR**

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Directors of Services, Centers and Heads of Units
Regional Directors
Schools Division Superintendents
Heads, Public Elementary and Secondary Schools
All Others Concerned

1. The Department of Education (DepEd), through the Technical Service-Information and Communications Technology Unit (TS-ICTU) has facilitated the procurement of equipment needed for the **Implementation of the DepEd Computerization Program (DCP) for Batch 24 (Luzon), and Batches 26, 27 and 28 E-Classroom Packages for Public Elementary and Secondary Schools in Regions I, IV-B, VI, VII, VIII, IX, X and Cordillera Administrative Region (CAR).**

2. For effective and efficient deployment of these Information Technology (IT) packages, the concerned regional directors, schools division superintendents, regional and division ICT coordinators shall mobilize their IT personnel who shall perform the following functions:

- a. validate the readiness of the schools and compliance to the counterpart requirements using the enclosed School Readiness Checklist Form;
- b. assist the schools in preparing for the delivery of IT equipment;
- c. supervise and coordinate the delivery of IT equipment to the target recipients;
- d. monitor the utilization of the IT equipment in their respective regions; and
- e. submit reports on the implementation of the DCP and other IT equipment.

3. The heads of recipient schools are advised to prepare their counterpart requirements immediately. The regional and schools division offices, through the ICT coordinators, shall accomplish and submit the School Readiness Checklist Form for all the recipient schools prior to the deployment of the IT packages. The ICT coordinators will also be notified of the delivery schedule within the last quarter of the year. After the deployment, the ICT coordinators will accomplish and submit the School Checklist of DCP Processes.

4. The following documents are enclosed for reference:

Enclosure No.	Description
1A	Summary of School Recipients (Batches 26 and 28)
1B	Summary of School Recipients (Batch 24)
2	Counterpart Requirements for DCP Recipient Schools
3	School Readiness Checklist Form
4	Suggested E-Classroom Lay-out
5	School Checklist of DCP Processes Form

5. For more information, all concerned may contact any of the following:

• **Mr. Arturo D. Tuazon**

Officer-in-Charge

DepEd Communication Program/DepEd Internet Connectivity Program
Information and Communications Technology Unit (ICTU)

Department of Education (DepEd) Central Office

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DepEd Complex, Meralco Avenue, Pasig City

Telephone No.: (02) 631-9636

Email Address: arturo.tuazon@deped.gov.ph

• **Ms. Christina Maureen S. Dulce**

Telephone No.: (02) 633-7264

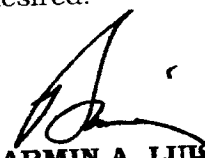
Email Address: christina.dulce@deped.gov.ph

• **Mr. Alvin F. Salcedo**

Telephone No.: (02) 633-7264

Email Address: alvin.salcedo002@deped.gov.ph

9. Immediate dissemination of this Memorandum is desired.


BR. ARMIN A. LUBSTRO FSC
Secretary

Encls.:

As stated

Reference:

DepEd Memorandum No.: 49, s. 2015

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

COMPUTER EDUCATION
DELIVERY
EQUIPMENT

INFORMATION TECHNOLOGY
PROGRAMS
SCHOOLS

Rhea/R-DM DCP for Batches 24 (Luzon), and Batches 26, 27 and 28
0559/August 27, 2015

Counterpart Requirements (Elementary & Secondary School)

Counterpart Requirements (Batches 24, 26, 27 & 28 Schools)

1. Multi-media classroom ready to house;
 - Batch 24
 - One (1) Host PC
 - Six (6) Access terminals
 - One (1) printer
 - Two (2) projectors
 - One (1) laptop
 - One (1) multimedia speaker
 - Elementary e-classroom Package (Batch 26):
 - One (1) Host PC,
 - Six (6) Monitors,
 - Six (6) Access Terminals/ Desktop Virtualization Kits,
 - One (1) Printer,
 - Two (2) Projectors, and
 - One (1) Laptop,
 - One (1) Set of Multimedia Speaker
 - One (1) Uninterruptible Power Supply (UPS)
 - Secondary e-classroom Package (Batch 27):
 - Eight (8) Host PC,
 - Forty Two (42) Monitors,
 - 42 Access Terminals / Desktop Virtualization Kits,
 - 8 UPS,
 - One (1) Printer
 - One (1) Switch
 - Batch 28
 - One (1) Laptop
 - One (1) Projector
 - One (1) Multimedia Speaker
2. Computer Tables
3. Mono Chairs
4. Air-condition OR at least two (2) Electric Fans
5. Sufficient Lighting
6. Windows and Doors with iron grills
7. Proper Electrical Wirings with circuit breaker and proper electrical grounding
8. Standard electrical outlets with appropriate load capacity
9. Engaging the assistance of Barangay Officials for security mechanism



School Readiness Checklist



Republic of the Philippines
Department of Education
TECHNICAL SERVICE
Pasig City, Philippines

SCHOOL ID: _____ NAME OF SCHOOL: _____

Classification (if recipient pls. check):

- Main, Annex, Annex A, Annex B, Campus A, Campus B, Campus C

Region: _____ Province: _____ District: _____ City/Municipality: _____

Division: _____ Superintendent: _____

Principal/School Head: _____

Contact No./Cellphone No.: _____ E-mail: _____

School Property Custodian: _____ Contact No: _____

Name of Computer Laboratory In-Charge: _____

Contact No./Cellphone No.: _____

Tel. No. (of the school): _____ Fax No. _____ E-mail: _____

In compliance to DepEd Memo No. 280, series of 2011, the school's readiness for the DCP shall be assessed by the Division ICT Coordinator according to the following criteria. Please tick appropriate box.

Table with 4 columns: Criteria, Yes, No, Remarks. Contains 9 rows of assessment criteria.

Based on the assessment above, the school is:

- Ready, Partially Ready, Not Ready with corresponding checkboxes and descriptions.

RECOMMENDATIONS:

Large empty rectangular box for recommendations.

ASSESSED BY:

CONCURRED BY:

(Name and signature of Division ICT Coordinator)

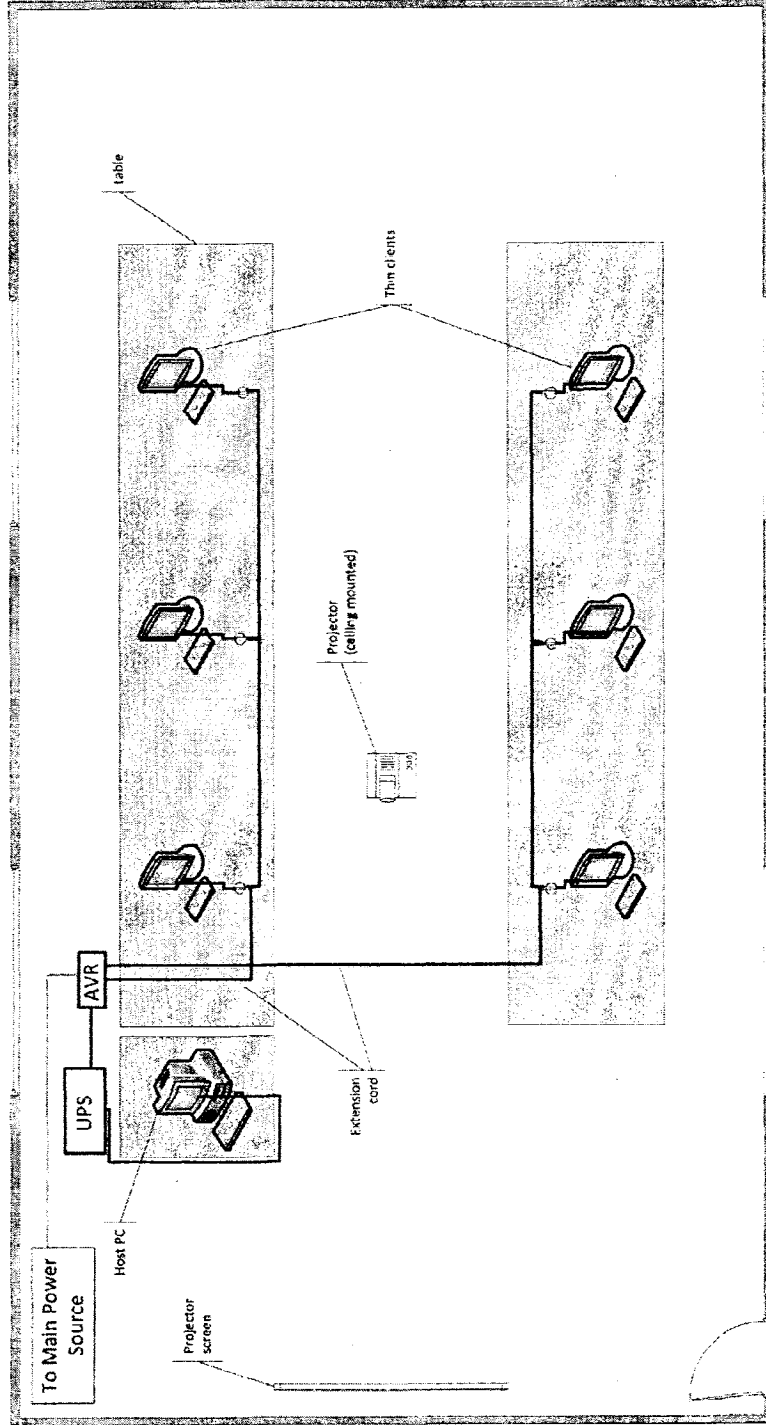
(Name and signature of School Head)

Handwritten signature

(Enclosure No. 4a to DepEd Memorandum No. 106, s. 2015)

Suggested E-Classroom Lay-out for Elementary and Secondary Schools (Batch 26 and Batch 27)

Suggested Elementary E-Classroom Lay-out



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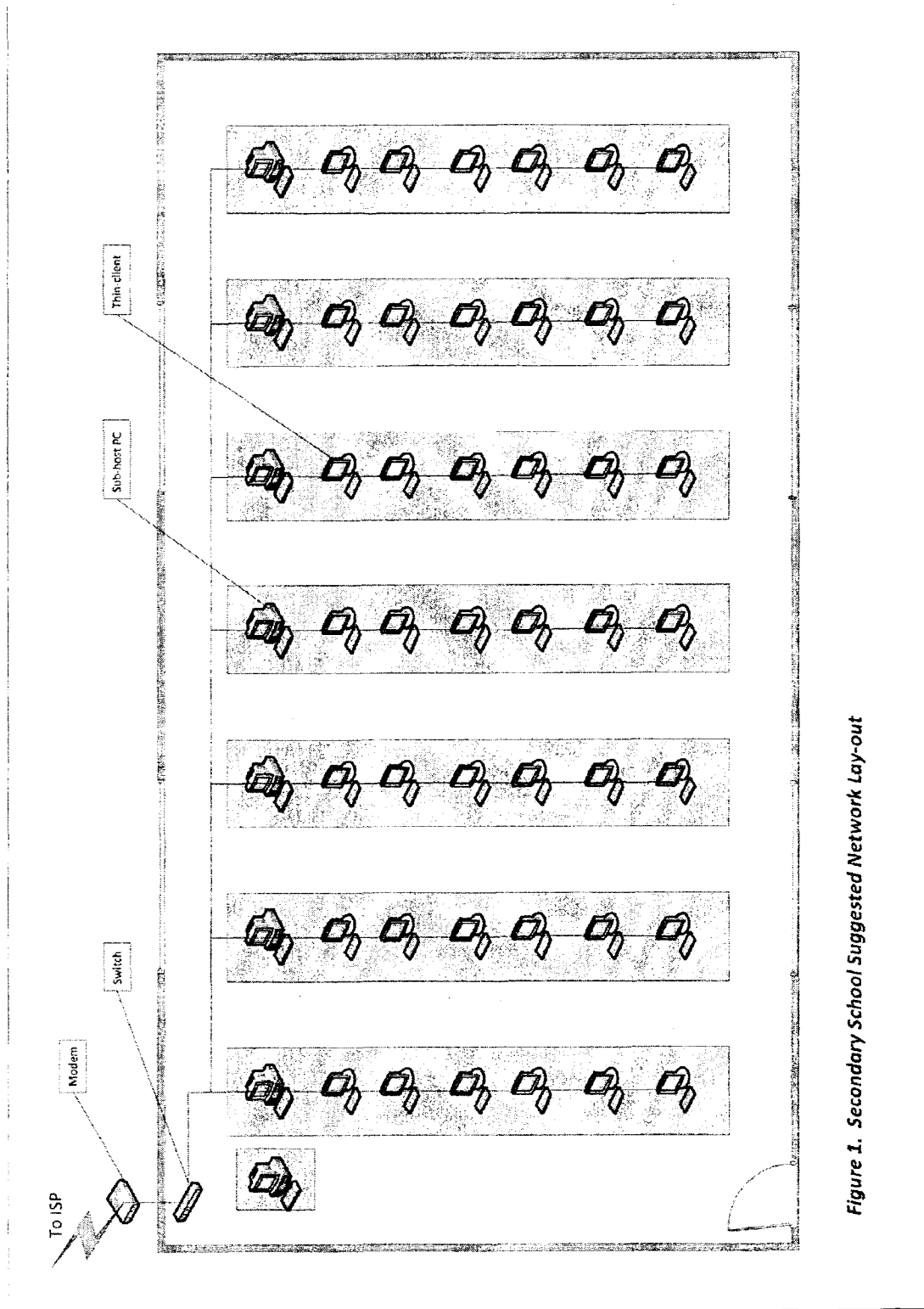
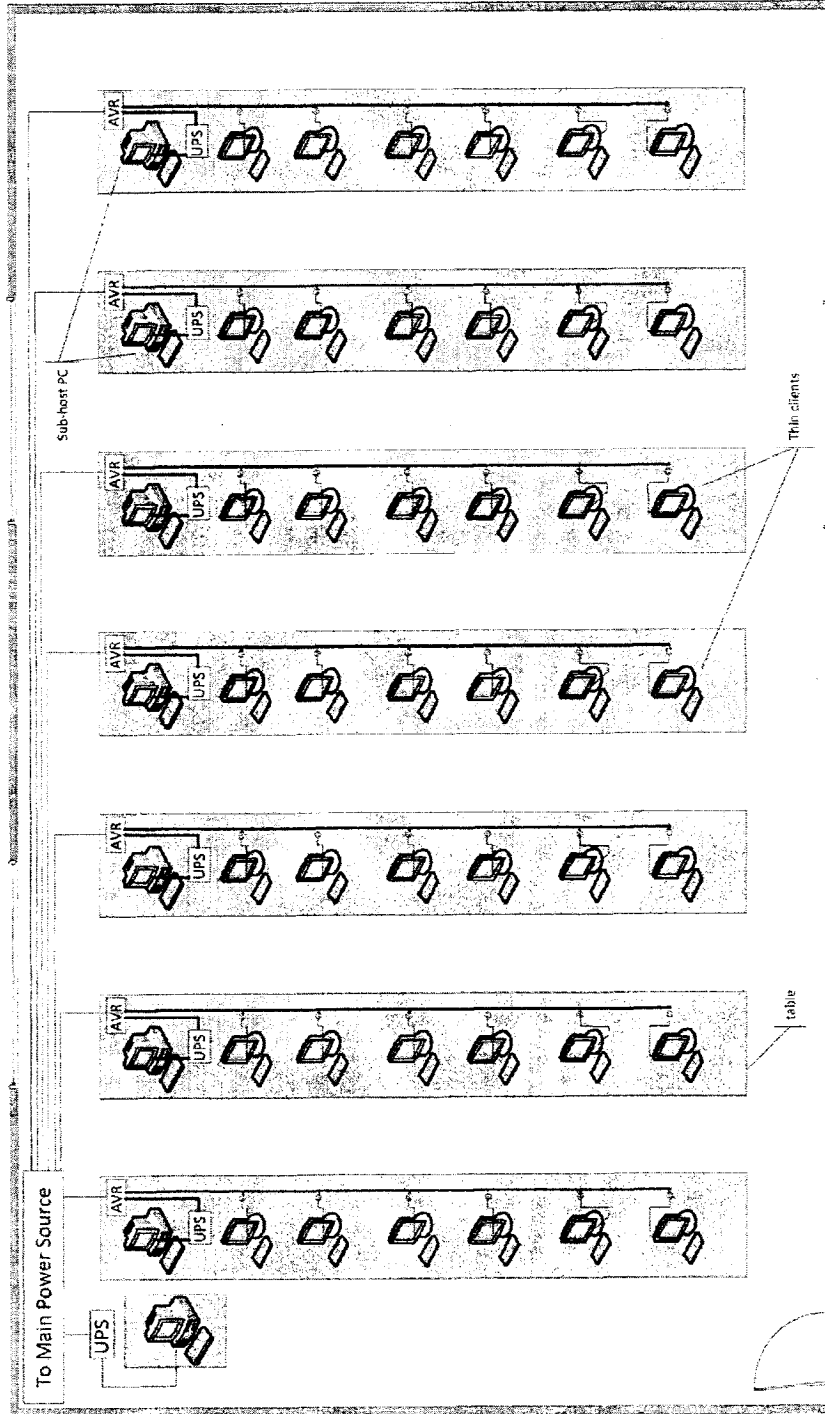


Figure 1. Secondary School Suggested Network Lay-out

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(Enclosure No. 4b to DepEd Memorandum No. 106, s. 2015)

Suggested Secondary E-Classroom Lay-out



(Enclosure No. 5 to DepEd Memorandum No. 106, s. 2015)

CHECKLIST OF DCP PROCESSES

SCHOOL NAME	SCHOOL HEAD
ADDRESS:	DESIGNATION:
REGION :	DIVISION :

INSTRUCTIONS: This checklist serves to guide the school in the step-by-step processes to be undertaken in the deployment of DCP packages. The School Head or his/her authorized representative (e.g. School Property Custodian) shall accomplish this form and submit to the Division ICT Coordinator.

PROCESS	DONE	INFORMATION REQUIRED
DELIVERY		
1. RECEIVED INFORMATION ON SCHEDULE OF DELIVERY	<input type="checkbox"/>	IF NOTICE OF DELIVERY WAS RECEIVED, ↳ WHO COORDINATED WITH THE SCHOOL? _____ ↳ WHEN WAS SCHEDULE OF DELIVERY? _____
2. RECEIVED DELIVERED ITEMS	<input type="checkbox"/>	IF ITEMS WERE DELIVERED, WHEN WAS ACTUAL DELIVERY DATE? _____
3. INSPECTED BOXES IF ACCORDING TO SPECIFIED QUANTITY AND IF ANY WERE OPEN, TAMPERED WITH OR NOT IN GOOD CONDITION?	<input type="checkbox"/>	WERE THE BOXES IN GOOD CONDITION? <input type="checkbox"/> YES <input type="checkbox"/> NO
4. SIGNED DELIVERY WAYBILL (FOR COURIER) AND/OR DELIVERY RECEIPT (FOR AUTHORIZED/LOCAL SERVICE PARTNER)	<input type="checkbox"/>	
5. KEPT BOXES SAFE & UNOPENED UNTIL AUTHORIZED INSTALLER ARRIVES	<input type="checkbox"/>	ISSUES / COMMENTS :
INSTALLATION & INSPECTION		
6. INSTALLED DCP COMPONENTS IN SCHOOL	<input type="checkbox"/>	DATE OF INSTALLATION : _____
7. SCHOOL INSPECTION TEAM TESTED AND INSPECTED INSTALLED EQUIPMENT AND SIGNED INSPECTION PORTION OF IAR	<input type="checkbox"/>	ISSUES / COMMENTS :

CHECKLIST OF DCP PROCESSES

TRAINING		INCLUSIVE DATES OF TRAINING : _____ TO _____
8.	TRAINING OF SCHOOL TEACHERS COMPLETED	<input type="checkbox"/>
9.	TRAINING CHECKLIST SUCCESSFULLY ACCOMPLISHED	<input type="checkbox"/>
10.	PS-DBM DELIVERY RECEIPT SIGNED BY SH	<input type="checkbox"/>
11.	INVOICE RECEIPT OF PROPERTY (IRP) INITIALED BY SCHOOL HEAD AND PROPERTY CUSTODIAN	<input type="checkbox"/>
12.	IRP COLLECTED BY DIVISION ICT COORDINATOR	<input type="checkbox"/>
13.	INSPECTION ACCEPTANCE REPORT (IAR) SIGNED	<input type="checkbox"/>
14.	DR, IAR AND TC FORWARDED TO SUPPLIER	<input type="checkbox"/>

PREPARED BY:

(Name and Signature of Authorized School Representative)

CERTIFIED BY:

(Name and Signature of School Head)

Summary of School Recipients (Batches 26 - 28)

SUMMARY OF BATCH 26 - 28
Region I, IV-B, VI, VII, VIII, IX, X, & CAR

REGION	DIVISION	BATCH 26	BATCH 27	BATCH 28
I	ALAMINOS CITY	13	1	0
	CANDON CITY	13	0	1
	DAGUPAN CITY	5	1	0
	ILOCOS NORTE	200	15	0
	ILOCOS SUR	243	14	60
	LA UNION	133	14	0
	LAOAG CITY	18	0	0
	PANGASINAN I, LINGAYEN	162	23	0
	PANGASINAN II, BINALONAN	203	19	0
	SAN CARLOS CITY	14	1	0
	SAN FERNANDO CITY	11	3	0
	URDANETA CITY	12	0	0
	VIGAN CITY	7	1	0
TOTAL		1034	92	61
IV-B	CALAPAN CITY	24	1	0
	MARINDUQUE	116	8	10
	OCCIDENTAL MINDORO	91	5	3
	ORIENTAL MINDORO	186	17	7
	PALAWAN	81	9	3
	PUERTO PRINCESA CITY	21	4	0
	ROMBLON	120	5	2
	TOTAL	639	49	25
VI	AKLAN	134	19	29
	ANTIQUE	247	11	44
	BACOLOD CITY	0	2	0
	BAGO CITY	4	1	0
	CADIZ CITY	13	14	0
	CAPIZ	237	24	18
	ESCALANTE CITY	2	1	0
	GUIMARAS	43	3	6
	ILOILO	473	22	46
	ILOILO CITY	2	1	0
	KABANKALAN CITY	11	4	1
	LA CARLOTA CITY	4	1	1
	NEGROS OCCIDENTAL	126	18	4
	PASSI CITY	13	6	1
	ROXAS CITY	10	3	0
	SAGAY CITY	13	1	0
	SAN CARLOS CITY	8	0	0
SILAY CITY	10	2	0	
TOTAL	1350	133	150	

	Bais City	12	1	0
	Bayawan City	8	4	0
	Bogo City	5	2	1
	Bohol	538	12	63
	Carcar City	16	2	0
	Cebu	375	44	40
	Cebu City	5	0	0
	City of Naga, Cebu	4	2	0
	Danao City	19	10	1
	Dumaguete City	1	1	0
	Guihulngan City	15	2	0
	Lapu-Lapu City	1	0	0
	Mandaue City	2	2	0
	Negros Oriental	211	14	3
	Siquijor	44	0	3
	Talisay City	3	1	0
	Tanjay City	11	0	1
	Toledo City	7	1	0

VIII	Baybay City	32	4	4
	Biliran	61	7	6
	Borongan City	24	2	2
	Calbayog	50	9	13
	Catbalogan	10	3	2
	Eastern Samar	140	20	22
	Leyte	458	63	105
	Maasin City	39	5	5
	Northern Samar	100	18	10
	Ormoc City	29	7	2
	Samar (Western Samar)	177	34	57
	Southern Leyte	148	14	36
	Tacloban City	24	8	0
	TOTAL	1292	194	264

IX	Dapitan City	22	2	1
	Dipolog City	11	0	2
	Isabela City	12	2	0
	Pagadian City	23	4	0
	Zamboanga City	44	6	1
	Zamboanga del Norte	224	13	7
	Zamboanga del Sur	332	16	17
	Zamboanga Sibugay	178	12	11
TOTAL	846	55	39	