



Republic of the Philippines  
**Department of Education**

National Capital Region  
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division  
Superintendent

NOV 30 2023

**MEMORANDUM**

**FOURTH QUARTER MONITORING OF DEPED COMPUTERIZATION PROGRAM  
(DCP) AND UPDATING OF SCHOOL WEBSITES**

To: OIC-Assistant Schools Division Superintendent  
Chief Education Supervisor, School Governance and Operations Division  
Chief Education Supervisor, Curriculum Implementation Division  
All Public Elementary and Secondary School Heads/OICs  
Administrative Officer V  
All Others Concerned

1. In reference to OUA Memorandum No. 00-0322-0196, s. 2022 dated March 25, 2022, this Division shall conduct the above-Captioned activity in all public elementary and secondary schools.
2. The SDO ICT Team will visit all schools with the following objectives:
  - a. Monitor the utilization of the DCP Packages and Tablets;
  - b. Check the Computer Laboratories facilities, computers and internet connections;
  - c. Validate the actual utilization of DCP Packages, the school's internet connection, list of Office 365 DepEd Google Accounts of teaching and non-teaching personnel and learners;
  - d. Provide Technical Assistance on school internet connectivity, computer packages, and kiosks;
  - e. Check, validate and update the School Website and the Client Satisfactory Survey.
3. Attached with this Memorandum is the schedule of the said activity.
4. Immediate dissemination of, and strict compliance with this Memorandum is desired.

For:

**EVANGELINE P. LADINES, CESO V**  
Schools Division Superintendent

Encl.: As stated

References: none

To be indicated in the Perpetual Index

Under the following subjects:  
SCHOOLS MONITORING

MLB / 2023 DCP MONITORING

397 / November 30, 2023

By:

**VIRMA U. AMISTOSO**  
Administrative Officer V  
Officer - in- Charge

397

UN-2023-397



Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan,

Muntinlupa City

8805-9935, 8805-9940

sdo.muntinlupa@gmail.com

## SCHEDULE OF MONITORING

SDO ICT TEAM (May L. Borjal / Eduardo Kondo / ICT Staff)

Date	School	Time
December 1, 2023	Sucac Elementary School Zone 4 Sucac Elementary School Zone 3 Cupang Elementary School Annex Bagong Silang Elementary School	9:00 am – 5:00 pm
December 6, 2023	Sucac Elementary School Buli Elementary School Muntinlupa Business High School Sucac Muntinlupa Business High School Main	9:00 am – 5:00 pm
December 7, 2023	Filinvest Alabang Elementary School Cupang Elementary School Main Cupang Senior High School Alabang Elementary School	9:00 am – 5:00 pm
December 11, 2023	Pedro E. Diaz High School Bayanan Elementary School Main Bayanan Elementary School Unit I F. De Mesa Elementary School	9:00 am – 5:00 pm
December 12, 2023	Itaas Elementary School Soldiers Hills Elementary School Putatan Elementary School Lakeview Integrated School	9:00 am – 5:00 pm
December 13, 2023	Muntinlupa Elementary School Tunasan National High School Muntinlupa Science High School Tunasan Elementary School	9:00 am – 5:00 pm
December 14, 2023	Victoria Homes Elementary School Poblacion Elementary School Muntinlupa National High School Poblacion National High School	9:00 am – 5:00 pm



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Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
Tanggapan ng Pangalawang Kalihim

3/29/22  
[Signature]

**OUA MEMO 00-0322-0196**  
**MEMORANDUM**  
25 March 2022

29 MAR 2022

For: **Regional Directors**  
**Schools Division Superintendents**  
**Regional and Division Supply Officers**  
**Regional and Division IT Officers**  
**All Others Concerned**

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

The Office of the Undersecretary for Administration (OUA) informs all concerned that the Information and Communications Technology Service-Technology Infrastructure Division (ICTS-TID) and Administrative Service-Asset Management Division (AS-AMD) are scheduled to resume the monitoring activities for DCP FY2018 (which was stopped due to the COVID-19 pandemic), and DCP 2019 to DCP 2020 including the laptop packages procured under Bayanihan Act 2.

The DCP monitoring teams composed of ICTS-TID and AS-AMD personnel shall monitor at least 10% of the total schools under the Schools Division Office:

- monitor the delivered packages;
- validate Delivery Receipts (DR) and Inspection and Acceptance Report (IAR);
- retrieve Property Transfer Reports (PTR) from DepEd Regional Office, Schools Division Office (SDO), and schools;
- validate actual utilization of DCP Packages;
- validate proposals for maintenance plan and preventive maintenance;
- validate mode of disposal of DCP packages;
- verify reporting procedures and warranty claim protocol.



**Office of the Undersecretary for Administration (OUA)**

*[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)]*

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DLF 2022  
3/29/22

Likewise, the DCP monitoring team will also visit and determine which schools:

- a. have never been a recipient of DCP packages;
- b. have computers destroyed by calamity;
- c. are a recipient of older than DCP 2018 packages to rationalize the prioritization of allocation for DCP 2023-2025.

The Division ITOs shall prepare the list schools to be monitored. Regional and Division ITOs, as well as the Supply Officer and Curriculum Implementation Division (CID) are requested to join and be present at the said monitoring activities.

Attached is the schedule of travel for your information and guidance.

For questions/clarifications on this matter, please contact Engr Ofelia L. Algo, Information Technology Officer III, Chief-Technology Infrastructure Division at Tel. No. +632 8633 2363, Mob. +63 908 878 2413, or email at ofelia.algo@deped.gov.ph .

Thank you.

  
**ALAIN DEL B. PASCUA**  
Undersecretary



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**DCP MONITORING 2022**

<b>Region</b>	<b>Division</b>	<b>TID Personnel</b>	<b>AS / ADMIN</b>	<b>Schedule</b>
NCR	Pasig / Mandaluyong / San Juan / Marikina	Kristian Puno		April 04 to 06, 2022
	Pasay / Makati / Taguig	Robert Barba Jr.		
	Malabon / Navotas	Jethro Dikitanan		April 11 to 13, 2022
	Valenzuela	Anthony Fernandez		
	Las Pinas / Paranaque / Muntinlupa	Danilo Ablay II		
	Caloocan	Raymund Tribiana		April 20 to 22, 2022
	Manila	John Harvey Hontiveros		
	Quezon City	Morrell Aralar		
Region I	Pangasinan II / Binalonan	Rhea Pagaduan		April 04 to 08 2022
	Ilocos Norte / Batac / Laoag	Edilberto Mungcal		April 25 to 29, 2022
	Ilocos Sur / Candon / Vigan	Mikhaela Pascual		May 09 to 13, 2022
	Urdaneta / San Carlos / Dagupan	James Doctor		May 16 to 20, 2022
	La Union / San Fernando City	Engr. Ofelia L. Algo		April 04 to 13, 2022
Region II	Quirino	Engr. Sean Michael Angelo Brucal		May 30 to June 03, 2022
	Nueva Vizcaya	Manuel Ordinario Jr.		June 06 to 10, 2022
	Isabela	Lakan Erickson Gaspar		June 13 to 17, 2022
	Iligan City	Roland Padua		June 20 to 24, 2022
	Cauayan / Santiago	Rachelle Ann Velasco		June 27 to July 01, 2022
Region III	Bataan / Balanga / San Jose / SJDM	Lowelyn Obstaculo		July 04 to 08, 2022
	Bulacan / Malolos	Ezra Valerie Cabanal		July 11 to 15, 2022
	Cabanatuan	Marvelous Nicolas		July 18 to 22, 2022
	Olongapo / San Fernando / Pampanga	Raniel Quina		July 25 to 29, 2022
	Tarlac / Tarlac City	Alexandria Antivola		August 01 to 05, 2022
Region IV-A	Bacoor / Dasma / Imus / GenTri	Jethro Dikitanan		August 08 to 12, 2022

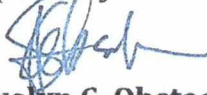


	Batangas / Batangas City	Christian Cortez		August 15 to 19, 2022
	Antipolo	Alexandria Antivola		August 22 to 26, 2022
	Cabuyao / Calamba	Maricel Flores		August 08 to 12, 2022
	Cavite / Cavite City	Manuel Ordinario Jr.		August 15 to 19, 2022
	Laguna	Engr. Sean Michael Angelo Brucal		August 22 to 26, 2022
	San Pablo	Rhea Pagaduan		August 08 to 12, 2022
	Sta. Rosa / Biñan	Robert Barba Jr.		August 15 to 19, 2022
	Tanuan / Lipa	James Doctor		August 22 to 26, 2022
Region IV-B	Mindoro Occidental	Morrell Aralar		September 05 to 09, 2022
	Marinduque	Danilo Ablay II		September 12 to 16, 2022
	Romblon	Engr Ofelia L. Algo Mikhaela O. Pascual Jethro Dikitanan		April 24 to 30, 2022
Region V	Iriga / Naga	Rachelle Ann Velasco		May 16-20, 2022
	Camarines Norte	Raymund Tribiana		October 17 to 21, 2022
	Sorsogon / Sorsogon City	Mikhaela Pascual		October 24 to 28, 2022
	Catanduanes	Lakan Erickson Gaspar		May 09 to 13, 2022
Region VI	Aklan	Margie Facunla Danilo Ablay II		April 25-30, 2022
	Antique	Ezra Valerie Cabanal		May 30 to June 03, 2022
	Capiz / Roxas City	Raniel Quina		June 06 to 10, 2022
Region VII	Siquijor	Margie Facunla		June 13 to 17, 2022
Region VIII	Biliran	Roland Padua		June 20 to 24, 2022
	Eastern Samar / Borongan	Jethro Dikitanan		June 27 to July 01, 2022
	Calbayog / Catbalogan	Marvelous Nicolas		July 04 to 08, 2022
	Southern Leyte / Maasin	Margie Facunla		July 11 to 15, 2022
Region IX	Dipolog	Kristian Puno		July 18 to 22, 2022
Region X	Misamis Oriental	Christian Cortez		July 25 to 29, 2022
	Camiguin	Alvin Alvao		August 01 to 05, 2022
	El Salvador / Gingoog City	Lowelyn Obstaculo		August 08 to 12, 2022
	Misamis Occidental	John Harvey Hontiveros		August 15 to 19, 2022



	Oroquita / Ozamis / Tagub	Anthony Fernandez		August 22 to 26, 2022
Region XI	Island Garden City of Samal	Raymund Tribiana		September 05 to 09, 2022
	Panobo	Roland Padua		September 12 to 16, 2022
	Davao	Engr. Ofelia Algo Engr Sean Michael Angelo Brucal Ezra Valerie Cabanal Rachelle Ann Velasco		March 29 to April 01, 2022
REGION XII	General Santos	Mikhaela Pascual		October 03 to 07, 2022
	Sarangani	Lakan Erickson Gaspar		October 10 to 14, 2022
CAR	Abra	Raniel Quina		October 17 to 21, 2022
	Ifugao	Maricel Flores		October 24 to 28, 2022
	Kalinga / Tabuk	Morrell Aralar		November 07 to 11, 2022
CARAGA	Dinagat Island	Alexandria Antivola		November 14 to 18, 2022
	Surigao City / Siargao	Christian Cortez		November 21 to 25, 2022
	Agusan / Catbalogan	Anthony Fernandez		November 07 to 11, 2022
	Surigao del Norte	Rhea Pagaduan		November 14 to 18, 2022
BARMM	Marawi / Lanao	Alexandria Antivola Lowelyn Obstaculo		June 06 to 10, 2022

Prepared by:



**Lowelyn C. Obstaculo**  
Technical Assistant II




Reviewed by:



Engr. Ofelia L. Algo  
ITO III, Chief-TID

Approved by:



Abram Y.C. Abanil  
Director IV, ICTS