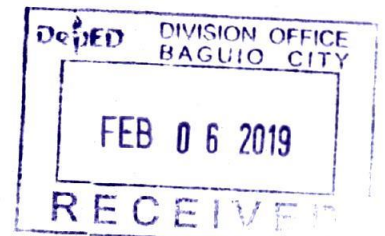


DEPARTMENT OF EDUCATION
RECORDS DIVISION

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Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim



MEMORANDUM
14 January 2019

For: **Regional Directors and ARMM Regional Secretary**
Schools Division Superintendents
Public Elementary and Secondary School Heads
Regional and Division IT Officers
School Property Custodians
School ICT Coordinators
All Others Concerned

Subject: **GUIDELINES ON THE CONDUCT AND UTILIZATION OF THE
DEPED COMPUTERIZATION PROGRAM IMPLEMENTATION
SUPPORT FUND (DCP-ISF)**

The Information and Communication Technology Service of the Department of Education (DepEd-ICTS) is solely mandated to implement the DepEd Computerization Program (DCP). This mandate includes oversight of DCP implementation pursuant to DepEd order No. 78, s. 2010; **Guidelines on the Implementation of the DepEd Computerization Program (DCP)**.

The DCP-ISF shall be downloaded to appropriate DepEd Regional and/or Division Offices for implementation to be utilized for the conduct of the following activities:

1. School Readiness: from evaluation, compliance and validation, to accept DCP Packages;
2. Delivery Status: installation and rollout of DCP Packages in recipient schools;
3. DCP Utilization, Performance and Package Status;
4. DCP Conference/Assembly for Region and Division level for personnel certified as necessary and involved with implementation, monitoring and assessment of DCP;
5. DCP Training/ Workshop for Division District and School level for personnel certified as necessary and involved with implementation and monitoring of DCP;

Office of the Undersecretary for Administration

(Administrative Services, Information and Communications Technology, Disaster Risk Reduction and Management, Schools Health, Youth Formation, Baguio Teachers' Camp, Education Facilities/School Buildings)

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Tracking Number:

1549020969

1. Transportation, Accommodation, Meals, emergency, contingencies, unclassified incidental expenses, whether budgeted or accrued for the conduct and implementation of DCP, by personnel of the Department of Public Works and from the Central Office, the Regional Offices, Division Offices, etc.
2. The use of the DCP Implementation Support Fund shall be subject to the usual liquidation process for the submission to the Region and Division Accounting Offices.

For clarification or more information on these matters, please direct inquiries to:

ENGR. OFELIA L. ALGO

Information Technology Officer III
Chief, Technology Infrastructure Division
Information and Communications Technology Section
Phone Nos: 633.2343 / (02)63783713
Email: ofelia.algo@depd.gov.ph

For reference and if appropriate action:

ALAIN DELA ROSA PASCUA
Undersecretary