



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY

JUL 10 2020

Office of the Superintendent

July 9, 2020

Division Memorandum 281, s.2020

**SCHOOL ICT EQUIPMENT INVENTORY FOR DATA-DRIVEN
DECISION MAKING**

TO: PSDS
Public Elementary and Secondary School Heads
All Others Concerned

1. To come up with data-driven decisions, the division office seeks the cooperation of public schools to provide the necessary information required to support the implementation of various ICT projects for the Schools Division of Baguio City.
2. All public schools are requested to submit the necessary information using the template provided, only functional equipment will be included in the report.

ICT Inventory Template					
Equipment (indicate if package or individual)	Qty	Utilization	Person responsible/ Issued to	Source of Fund (MOOE/PTA/Central Office / LGU Funded / Donation, etc.)	Year Acquired
Ex: DCP package, thin clients	42	Teaching and learning	Juan de la Cruz	Central Office	2018
Laptop	1	Teaching and learning	John Tomas	PTA	2020
Desktop	2	Admin task	Mark Samson/ Leo Rios	DONATION	2019

3. Please submit on or before July 13, 2020 @ 1:00PM, through the following emails:
baguio.city@deped.gov.ph
depedbaguio@gmail.com
4. Widest dissemination of this memorandum is desired.

MARIE CAROLYN B. VERANO, CESO V
Schools Division Superintendent

