



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



July 21, 2025

DIVISION MEMORANDUM

No. **431-2025**

**SUBMISSION OF CERTIFICATION ON THE NEED FOR DESKTOP
COMPUTERS TO ESTABLISH A COMPUTER LABORATORY FOR ICT-
RELATED CURRICULUM IMPLEMENTATION**

To: CID and SGOD Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public School Heads
Public School Teachers
All Others Concerned

1. In line with the ongoing efforts to establish Smart Learning Communities (SLCs) in support of the Smart City Goals of the City of Baguio, the Schools Division Office is finalizing the project proposal for the procurement of desktop computers, which will be used to establish computer laboratories across identified schools in the Division. This initiative is part of the Smart Learning Communities – Batch 2, under the SEF Continuing 2025 Budget, and directly supports the implementation of the ICT-related curriculum.
2. We are pleased to inform you that funding allotment for this project has been made by the Schools Division Office of Baguio City and duly approved by the City Government of Baguio. The submission of the required documents will allow the procurement process to proceed. As such, each identified school is required to submit a Certification of Need for Desktop Computers, duly signed by the School Head and endorsed by the District Supervisor. This certification will be attached to the project proposal to be submitted to the local government and will serve as the official basis for inclusion and prioritization. *(See attached list of identified schools.)*
3. Schools that intend to avail of the desktop units are expected to have a dedicated computer room that will serve as the laboratory. In cases where schools are unable to allocate a dedicated space due to facility constraints, a formal letter of waiver must be submitted instead. This



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waiver will allow other ready schools to be prioritized in the current cycle. However, waived schools will still be considered for inclusion in the 2026 budget.

4. Additionally, schools that have not yet submitted their ICT Plan are required to do so together with the certification.
5. Please submit the signed Certification of Need for Desktop Computers and ICT Plan on or before July 23, 2025, at 2:00 PM to the ICT Office, Schools Division of Baguio City.
6. For any concerns, please contact harris.dizon@deped.gov.ph.
7. Immediate and wide dissemination of this memorandum is expected.


SORAYA T. FACULO PhD, CESO VI
Schools Division Superintendent 



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Attachment to Division Memorandum No. 431-2025

LIST OF SLC BATCH 2 DESKTOP COMPUTERS RECIPIENTS

No.	School	School ID	Installation Site	Quantity	Property Custodians
1.	Lindawan ES	136412	School Computer Laboratory	20	Estigoy, Christina L.
2.	Kias ES	221501	School Computer Laboratory	20	Cosi, Fevie B.
3.	Springhills ES	221503	School Computer Laboratory	20	Garcia, Rachele D.
4.	Don Mariano Marcos ES	136399	School Computer Laboratory	20	Rabara, Elsa M.
5.	Dona Nicasia J. Puyat ES	136401	School Computer Laboratory	20	Libangen, Lester
6.	Adiwang ES	136380	School Computer Laboratory	20	Billy, Berzon C.
7.	Manuel A. Roxas ES	136415	School Computer Laboratory	20	Cachero, Marife
8.	Baguio Central School	136382	School Computer Laboratory	25	Tolentino, Don Jose
9.	Dominican Mirador ES	136383	School Computer Laboratory	20	Bartolome, Jamie Lou D.
10.	Josefa Cariño ES	136385	School Computer Laboratory	25	Eguia, Phoebe F.
11.	San Luis ES	136390	School Computer Laboratory	20	Fagyan, Bonnaih D.
12.	Quezon Hill ES	136387	School Computer Laboratory	25	Carbonel, Belin A.
13.	San Carlos Heights ES	136389	School Computer Laboratory	20	Bautista, Eleonor Grace V.
14.	Bonifacio ES	136393	School Computer Laboratory	25	Alban, Aiza B.
15.	Fairview ES	221506	School Computer Laboratory	20	Salisa, Elvie
16.	Pinsao ES	136397	School Computer Laboratory	25	Bohol, Randy
17.	Alfonso Tabora ES	136392	School Computer Laboratory	25	Lagasca, Maria Suzzette
18.	Pinget ES	136396	School Computer Laboratory	22	Tigcangay, Raquel Janelle
19.	Quirino Hill ES	136398	School Computer Laboratory	25	Busaing, Beverly S.
20.	Bakakeng ES	136405	School Computer Laboratory	25	Fortea, Apple Joy T.
21.	Pacday Quinio ES	136386	School Computer Laboratory	25	Atimpao, Charlie P.
22.	Loakan ES	136413	School Computer Laboratory	25	Lhea Lauriano
23.	San Vicente ES	136416	School Computer Laboratory	25	Milan, Alice D.
TOTAL				517	Computer Sets