



Republic of the Philippines
Department of Education
Region V(Bicol)
SCHOOLS DIVISION OFFICE OF CATANDUANES
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RELEASED

DIVISION MEMORANDUM

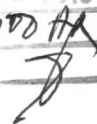
No. 187 s. 2019

TO: CID & SGOD Chiefs
SDO Section/Unit Heads
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads
Designated ICT Coordinators
All other concerned

FROM: 
SOCORRO V. DELA ROSA, CESO V
Schools Division Superintendent

SUBJECT: PROPER UTILIZATION & MAINTENANCE RESPONSIBILITIES ON ICT PACKAGES
UNDER DEPED COMPUTERIZATION PROGRAM(DCP)

DATE: June 20, 2019

Division of Catanduanes
DS-SECTION
JUN 20 2019
1000 AA
Signature: 

This is to remind the recipient schools of DepEd Computerization Program(DCP) on the proper utilization & maintenance responsibilities on ICT packages as provided in the DCP Orientation Handbook.

- 1) Making sudden and unnecessary changes or adjustments to prearranged installation layouts must be avoided;
- 2) Any modifications and/or additional improvements to the equipment and installation specifications set down in the Terms of Reference of DepEd Central Office is not permitted. Any and all modifications must be consulted first with the DepEd ICTS via a written communication;
- 3) Liabilities incurred in the performance of any unauthorized work at the behest of school representatives shall be charged to the school accordingly.

For your information and guidance.