Republic of the Philippines  
Department of Education  
Region V – Bicol  
SCHOOLS DIVISION OFFICE OF CATANDUANES

DIVISION MEMORANDUM  
OSDS-ICTU-DM-__/5/2020

TO:  
Assistant Schools Division Superintendent  
SDO Chiefs & Staffs  
Education Program Supervisors  
Public Schools District Supervisors  
SDO Personnel  
All other concerned

FROM:  
DANilo E. Despi  
Schools Division Superintendent

SUBJECT:  
REQUEST FOR ASSISTANCE DURING THE DITO TELECOMMUNITY CORPORATION, HUAWEI TECHNOLOGIES PHILIPPINES, INC AND ZTE PHILIPPINES, INC. TECHNICAL SITE SURVEYS

DATE:  
March 10, 2020

Attached is the QUA MEMO No. 14-0220-0645 dated February 12, 2020 in relation to the initial phase implementation of Department of Education’s connectivity project which involves a Technical Site Survey to the following identified schools in our Division:

<table>
<thead>
<tr>
<th>DepEd Code</th>
<th>School Name</th>
<th>Latitude</th>
<th>Longitude</th>
<th>DepEd Region (Region V)</th>
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<tr>
<td>1</td>
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<td>4</td>
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</tbody>
</table>

The Technical Site Surveys are scheduled to be conducted on January 7 to June 30, 2020 from 8:00 to 6:00 pm. The aforementioned partners have provided the names and contact numbers of their authorized personnel involved in the survey.

As such, school principals, heads and teachers-in-charge are hereby enjoined to provide access to and allow the authorized personnel inside DepEd facilities and provide them with the necessary assistance for them to complete the Technical Site Surveys.

For queries, Technical Assistance and additional information, please visit the ICT Unit Office or you may contact CP# 09291383262 or email at ictunit.ctl@deped.gov.ph.
The Office of the Undersecretary for Administration (OUA) in partnership with DITO Telecommunity Corporation, Huawei Technologies Philippines, Inc., and ZTE Philippines, Inc. will be implementing the initial phase of the Department of Education’s connectivity project. The initial phase involves a Technical Site Survey which will cover the following activities:

1. Site Location
   a. Determine the most appropriate location for equipment and antenna systems on the building and/or lot side.

2. Access
   a. Check the easiest site access route for equipment deliveries, installation, and maintenance activities.
   b. If the proposed location is on a rooftop, check the status and routes for rooftop access.

3. Site Details and Data Gathering
   a. Determine the complete site address for the implementation team’s reference.
   b. Get accurate site coordinates (longitude/latitude) for planning and implementation purposes.
   c. Verify and check the best location for equipment and antenna systems.
   d. Determine the measurement of possible lease area which is required in the lease agreement.
e. Check the power supply status if it is sufficient or will require a power upgrade based on the given requirements.
f. Check for the transmission information and telecommunication infrastructure capacity of the building (i.e. fiber and/or copper cables), cable routes, and access points for the equipment.
g. Record the site contact name and phone number for further coordination.

4. Documentation
   a. Take photos of the building and lot site which will be used as a reference for the proposed equipment location and antenna systems.
   b. Get 360-degree panoramic views for planning purposes.
   c. Get photos of the site access road to the main road for the implementation team.
   d. Determine the location of available power supply and check if there is a need to upgrade this based on the given power requirements.
   e. Determine the cable routes for the fiber cable connections on site.

The Technical Site Surveys are scheduled to be conducted on January 7 to June 30, 2020 from 8:00 am to 6:00 pm. The aforementioned partners have provided the names and contact numbers of their authorized personnel involved in the survey. A complete list of schools included in the survey is attached for your reference.

As such, school principals, heads, and teachers-in-charge are hereby enjoined to provide access and to allow the authorized personnel inside DepEd facilities and provide them with the necessary assistance for them to complete the Technical Site Surveys.

For inquiries, please contact Joanna Marasigan of ICTS at 8-631-9636 or joanna.marasigan@DepED.gov.ph.

For immediate and appropriate action.

ALAIN DEL G. PANGA
Undersecretary

March 6, 2020

TO

SCHOOLS DIVISION SUPERINTENDENTS

For information and appropriate action.

GILBERT S. SADSAWAD
Regional Director

Reference No. M: 007852
February 04, 2020

Attention: Unsc. Alain Del B. Pascola
Undersecretary for Administration
Department of Education

Dear Sir:

This has due reference to the Memorandum of Agreement between Department of Education and Dito Telecommunity Corporation for the use of DepEd facilities for Dito’s network roll-out. May we request for the approval of Access Permit for DITO TELECOMMUNITY CORPORATION, HUAWEI TECHNOLOGIES PHILIPPINES, INC., ZTE PHILIPPINES, INC., and NOKIA SHANGHAI BELL PHILIPPINES, INC., accredited partner’s personnel to do Technical Site Survey.

Below are the details that we need to acquire during our Technical Site Survey Activities:

1. Site Location
   a. We will determine the most appropriate location of our equipment and antenna systems on the building and/or lot site.

2. Access
   a. We need to check the easiest site access route for equipment delivery, installation, and maintenance activities.
   b. If the proposed location is on rooftop, we need to check the stability and routes to our rooftop access.

3. Site Details and Data Gathering
   a. We need to determine the complete site address for implementation’s team reference.
   b. Get the accurate site coordinates (longitude/latitude) for planning and implementation purposes.
   c. We need to verify and check the best location of our equipment and antenna systems.
   d. We will determine the measurement of possible lease area which is required on the lease agreement.
   e. We will check the Power supply status, if it is sufficient or will require power upgrade based on our requirements.
   f. We will check for the Transmission Information, Telecommunications infrastructure capacity in the building (i.e. fiber and/or copper cable), cable routes and access points going to our equipment.
   g. We need to record the Site contact name and phone number for further coordination.

4. Picture Taking
   a. We need to take photos of the building and lot site, which will be used for the proposed equipment location and antenna systems.
   b. We need to get a 360-degree panoramic view for planning purposes.
   c. We need to get the photos of Site access road to main road for our implementation team.
   d. We also need to determine the location of power supply, and check if it needs an upgrade based on our power requirements.
   e. We need to determine the cable routes of our fiber cables connection on site.

Date: February 10 – June 30, 2020
Time: 8:00AM – 6:00PM

Rest assured that we will exert best efforts to ensure no or minimal inconvenience on your part while we undertake the said activities.

Should you have further queries, please feel free to communicate with our authorized representative below:

1. Edwin Dimanlig, 0917 777 7009
2. Bryan Gaspar, 0917 512 1175

Please see attached list of sites and personnel for your information and reference.

Hope this merits your approval,

Sincerely yours,

MGen. Rodolfo Santiago (Ret.)
Chief Technology Officer
Dito Telecommunity Corporation

11th Floor, Urdaneta Tower, Rizal Drive cor. 4th Ave., Bonifacio Global City,
Taguig City 1634 Philippines Tel. No.: +63 2 4034007