MEMORANDUM

TO : Elementary & Secondary School Heads Concerned
    School ICT Coordinators Concerned
    DICP Recipient Schools

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

SUBJECT: MONITORING OF THE PROPER UTILIZATION OF DEPED INTERNET
        CONNECTIVITY PROGRAM(DICP)

DATE : March 9, 2016

To ensure effective and efficient use of computers, internet/network facilities, this Office reiterates the policy to strictly adhere to the provisions of DepED Order No. 105, s.2009 - Guidelines in Managing the Proper Use of Internet Services in all Administrative Offices and Schools, DepED Order No. 95, s.2010 - Guidelines on the Proper Use of Computer Network and Network Facilities in all DepEd Administrative Offices and Schools and Division Memorandum No. 115, s. 2015 - Division Information & Communication Technology(ICT) Policy.

Likewise, school ICT Coordinators are advised to accomplish the online DICP Monitoring Tool by accessing the URL: https://goo.gl/qQoxXTE on or before March 22, 2016. You can also use the attached sample of logbook for the utilization of Internet Connection in schools under DICP.

For information, guidance and compliance.
<table>
<thead>
<tr>
<th>Remarks</th>
<th>Teacher In-Charge</th>
<th>Signature over Printed Name of</th>
<th>Purpose/Activities</th>
<th>Subject</th>
<th>Time</th>
<th>Date &amp; Time</th>
</tr>
</thead>
</table>

**LOGBOOK FOR THE UTILIZATION OF INTERNET CONNECTION IN SCHOOLS (DICP)**