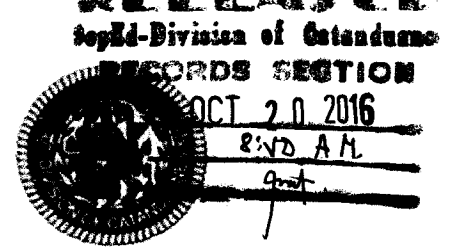




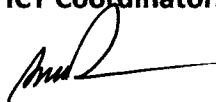
Republic of the Philippines
Department of Education
Region V (Bicol)
SCHOOLS DIVISION OF CATANDUANES
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MEMORANDUM

TO: Public Schools District Supervisors
Elementary & Secondary School Heads
School ICT Coordinators

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

SUBJECT: REMINDERS ON THE UTILIZATION OF E-CLASSROOM AND ICT
PACKAGES OF DCP RECIPIENT SCHOOLS

DATE: October 19, 2016

Since the delivery and installation of DCP Batches 29, 30 & 33 recipient schools were already completed by the supplier (Columbia Technologies Incorporated-CTI), you are hereby advised to properly monitor the utilization of said ICT packages and other computers installed in your respective e-classrooms. Please be reminded also of the submission of **Monthly Schedule of the Utilization of E-Classroom/Borrowed ICT Packages** as stated on the released unnumbered Division Memorandum dated May 27, 2016 re: *Schedule of the Utilization of E-Classroom/Borrowed ICT Packages and Utilization of DICP Funds*.

Further, school head shall see to it that all teachers and students shall have free access to computer laboratory/e-classroom through proper scheduling of utilization of e-classroom and other ICT packages, thus integration of ICT in teaching/learning across all subject areas must be implemented. (*DepEd Order No. 23, s. 2004 –Guidelines on the Use of Computer Laboratories in Teaching and Learning*).

Be guided also with the *DepEd Order No. 78, s. 2010 “Guidelines on the Implementation of the DepEd Computerization Program(DCP) and DepEd Order No. 95, s, 2010 “Guidelines on the Proper Use of Computer and Network Facilities in all DepEd Administrative Offices and Schools”* for the effective and efficient utilization of the ICT packages in schools.

For queries, just visit the **Schools Division Office/IT Section c/o Ms. Jennifer B. Metica - Information Technology Officer-I**.

For information, guidance and compliance.