

RELEASED

DepEd-Division of Catanduanes
RECORDS SECTION

Date NOV 19 2015
Time 2:00 pm
By gv



Republic of the Philippines
Department of Education
Region V(Bicol)
DIVISION OF CATANDUANES
Virac, Catanduanes

Email Add: catanduanes@deped.gov.ph catanduanesdv16@gmail.com
Website: www.deped.gov.ph/catanduanes.com Tel No.: (052)811-49-63



November 18, 2015

MEMORANDUM

**TO: Public School District Supervisor
Elementary & Secondary School Heads
School ICT Coordinators
Property Custodian**

FROM: NYMPHA D. GUEMO
Asst. Schools Division Superintendent
Officer-In-Charge

SUBJECT: SECURITY OF ICT PACKAGES INSTALLED IN E-CLASSROOM

In connection with the DepEd Computerization Program (DCP) implemented in our agency, all school heads, school ICT coordinators and property custodian are directed to make sure that the ICT Packages installed in e-classroom must be secured as spelled out in the counterpart requirement of school (School Readiness Checklist) and in the DCP Handbook to avoid loss of ICT Packages received.

Please also be reminded of the following:

- 1) Report immediately to SDO, issues related to ICT Packages
- 2) Proper utilization of ICT Packages
- 3) Non-compliant to counterpart requirement of school will not receive the ICT Packages

For information, guidance and compliance.