



Republic of the Philippines
Department of Education
 CARAGA REGION

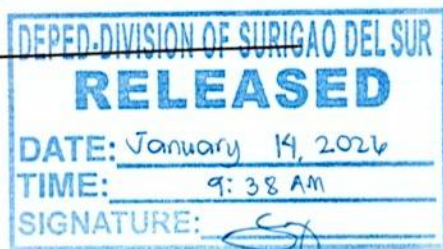
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SCHOOLS DIVISION OF SURIGAO DEL SUR

Office of the Schools Division Superintendent



DIVISION MEMORANDUM
 No. 015 , s. 2026

**SUBMISSION OF ICT EQUIPMENT INVENTORY DATA
 IN THE DCP INTERIM SYSTEM**

To: All School Heads
 All School ICT Coordinators
 All School Administrative Officers II
 This Division

1. In line with the implementation of the Department of Education Computerization Program (DCP) and to ensure the availability of accurate and up-to-date records of Information and Communications Technology (ICT) equipment, all schools are hereby directed to accomplish and submit their ICT equipment inventory data through the **DCP Portal accessible via the Learner Information System (LIS) at lis.deped.gov.ph**, effective immediately.
2. The schedule for the submission of ICT equipment inventory data is as follows:
 - a. **Elementary Schools**
 January 15 to January 23, 2026
 - b. **Secondary Schools and Integrated Schools**
 January 15 to February 13, 2026
3. All concerned schools are enjoined to strictly observe the prescribed timelines to facilitate data consolidation and validation at the Division level.
4. For inquiries, technical assistance, and other concerns related to the use of the DCP Interim System, you may contact the following assigned Contract of Service (COS) personnel:
 - o Mr. Aljon T. Maratas
 Mobile No.: 0951 094 7572
 Email: aljonmaratas123@gmail.com
 Facebook: Aljon Maratas
 - o Mr. Lorenzo Viktor Gemo Elizalde
 Mobile No.: 0907 615 4539
 Email: bonselizalde@gmail.com
 Facebook: Lorenzo Elizalde
5. Immediate dissemination and strict compliance with this memorandum are enjoined.



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LORENZO O. MACASOCOL, PhD, CESO V
Schools Division Superintendent

Reference: As stated
To be indicated in the Perpetual Index
under the following subjects:

MGM/DM-MEMO
___/___/2026