



Republic of the Philippines
Department of Education
 CARAGA REGION
SCHOOLS DIVISION OF SURIGAO DEL SUR

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DEPED-DIVISION OF SURIGAO DEL SUR
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DIVISION MEMORANDUM
 No. 238, s. 2025

To: Select Public Schools District Supervisors/Districts-In-Charge
 Select Elementary and Secondary School Heads
 School ICT Coordinators
 This Division

**CONDUCT OF MONITORING ON THE USE OF DCP E-LEARNING CART
 PACKAGES BATCH 2023-2024**

1. Pursuant to DepEd Order 78, s 2020 entitled "Guidelines in the implementation of DepEd Computerization Program (DCP) this office through the Information and Communication Technology (ICT) Unit, will conduct a monitoring of the recipient school of DepEd Computerization Program (DCP) E-Learning Cart Packages FY 2023-2024 on **June 23-27, 2025**.
2. This activity aims to:
 - a. Checking School Readiness Form
 - b. Monitoring of Computer Laboratory and Proposed Storage for E-Cart.
 - c. DCP Packages Utilization, and
 - d. Raise issues and concerns regarding DCP packages.
3. The monitoring date may vary due to the availability of personnel, school schedules, and other unforeseen circumstances.
4. The school shall prepare the documents such as Delivery receipts, IAR, PTR and Training Checklist.
5. Here is the schedule of monitoring:

Municipality	School ID	School Name	Schedule
Lingig	304895	Lingig National High School	June 23-24, 2025
Hinatuan North	500577	Baculin Integrated School	
	304891	Dugmanon NHS	
Hinatuan South	502151	Balbuena Integrated School	
Tagbina II	304881	Maglatab National High School	
Barobo I	304863	Javier NHS (SHS)	
Barobo II	317921	Wakat National High School	
	304864	Tambis National High School	
Liangá	304858	Anibongan NHS	
San Agustin	304916	Sto. Niño National High School	



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	501688	Maurillo Avila Integrated School	June 25-26, 2025
Marihataag	317905	Mararag National HS	
	304899	Antipolo National High School	
	132646	Cagwait Central Elementary School	
Cagwait	304925	Jose Sanvictores Sr. National School	
	317913	San Roque National High School	
	317908	Mahayag National High School	
San Miguel II	501785	Siagao Integrated School	
	304903	Purisima NHS	
Tago I	501689	Victoria Integrated School	
	304889	Gamut National High School	
Tago II	317903	Badong National High School	
	132943	Gamut Central Elementary School	
Cortes	304886	Felisberto Verano NHS	June 27, 2025
Lanuza	501692	Bunga Integrated School	
	304885	Florita H. Irizzari National High School	
Carmen	132682	Carmen Central Elementary School	
Cantilan	304873	Cantilan National High School	
	317928	Canico P. Iriberry National High School	
Carrascal	304900	Panikian NHS	

- The monitoring will be conducted by the Division IT Officer, and the Administrative Officers assigned to the schools will assist the IT Officer in checking of inventory.
- Furthermore, it is essential that all DCP packages and tablets provided under this initiative are made available for inspection during the monitoring period. Ensure that the Unified Template is consistently used for all related documentation, reporting tools, and inventory. — *Division Memorandum No. 160, s. 2025*
- Should you have any questions or require additional information, please do not hesitate to contact **Marvin G. Minguillan** – IT Officer at **marvin.minguillan@deped.gov.ph**.
- Please ensure that the school principals and personnel are aware of this visit and are prepared to cooperate with the monitoring team. School administrators are encouraged to maintain records of tablet use and any issues encountered.



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10. Travel expenses and per diems are charged on DCP PSF and shall be subject to the usual liquidation process for submission to the accounting office.
11. Immediate dissemination of this memorandum is highly desired.

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

Reference: **DepEd Order 78, s 2020**
To be indicated in the Perpetual Index
under the following subjects:

OSDS/MGM
0/17/2025