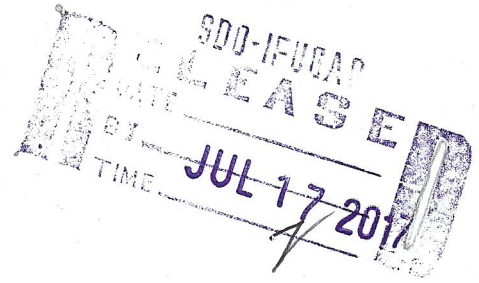
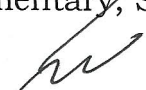


Republic of the Philippines
Department of Education
Cordillera Administrative Region
Division of Ifugao
Schools Division Office
Rizal Ave. Pob. South, Lagawe



Division Memorandum
No. 191 s. 2017

To: Public Schools District Supervisors
Elementary, Secondary and Senior High School Heads

From:  FELIPE L. BALLITOC
OIC-Schools Division Superintendent

Subject: Compliance With The School Readiness Checklist For The New
DepEd Computerization Program (DCP) Recipient Schools Batches
35, 36, 40, 41, 42, 43, 44 And 45

Date: July 14, 2017

1. **Central Office (CO) has just released a new list of DCP recipient schools, budget for SY 2016-2017. See Enclosure No. 3 - School Readiness Checklist (SRC) attached, with the CO memo and the list of recipient schools.**
2. **To avoid transfer of DCP packages to other compliant schools or probably non-delivery of said packages for not complying, schools identified in the list are required to comply immediately with the requirements in the School Readiness Checklist (SRC) before the validation.**
3. **Considering the short period given to division offices to validate and submit the validated School Readiness Checklists (SRC), i.e. until August 16, division office personnel will be visiting schools, after ten (10) days from release of this memo, to validate compliance of said requirements. Refer to CO Memo attached on exceptions with the requirements of tables, chairs, fan, and wiring.**
4. **Submission of filled School Readiness Checklist (SRC) to Division Office ICT Unit is until July 27, 2017. To avoid duplicate submission, you may submit a hardcopy of the document; or email a scanned copy of the document to sdo.ifugao@deped.gov.ph**
5. **Dissemination and immediate compliance of this memo is enjoined.**

Republic of the Philippines
Department of Education
INFORMATION AND COMMUNICATIONS TECHNOLOGY SERVICE
Pasig City, Philippines

SCHOOL ID: _____ **NAME OF SCHOOL:** _____

Classification (if recipient pls. check):

- ☐ Main ☐ Annex ☐ Annex A ☐ Annex B
☐ Campus A ☐ Campus B ☐ Campus C

Region: _____ Province: _____ District: _____ City/Municipality: _____

Division: _____ Superintendent: _____

Principal/School Head: _____

Contact No./Cellphone No.: _____ E-mail: _____

School Property Custodian: _____ Contact No.: _____

Name of Computer Laboratory In-Charge: _____

Contact No./Cellphone No.: _____

Tel. No. (of the school): _____ Fax No. _____ E-mail: _____

In compliance to DepEd Memo No. 280, series of 2011, the school's readiness for the DCP shall be assessed by the Division ICT Coordinator according to the following criteria. Please tick appropriate box.

Criteria	Yes	No	Remarks
1. Multi-media Classroom	<input type="checkbox"/>	<input type="checkbox"/>	_____
2. Computer Tables	<input type="checkbox"/>	<input type="checkbox"/>	_____
3. Windows and Doors with grills	<input type="checkbox"/>	<input type="checkbox"/>	_____
4. Proper electrical wirings and outlets duly certified by the Municipal/City Electrician	<input type="checkbox"/>	<input type="checkbox"/>	_____
5. Provision of adequate security mechanisms	<input type="checkbox"/>	<input type="checkbox"/>	_____
6. School Inspectorate team were organized	<input type="checkbox"/>	<input type="checkbox"/>	_____
7. 50 pieces (HS)/ 40 pieces (ES) mono chairs	<input type="checkbox"/>	<input type="checkbox"/>	_____
8. At least 2 units of stand fan	<input type="checkbox"/>	<input type="checkbox"/>	_____
9. Sufficient electrical lighting	<input type="checkbox"/>	<input type="checkbox"/>	_____

Based on the assessment above, the school is:

- Ready ☐ All criteria (1-9) were satisfactorily met
Partially Ready ☐ Criteria 1-6 were met but criteria 7-9 are to be complied with prior to the installation of equipment
Not Ready ☐ At least one of critical 1-6 is not met

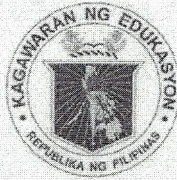
RECOMMENDATIONS:

ASSESSED BY:

CONCURRED BY:

(Name and signature of Division IT Officer)

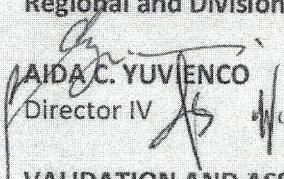
(Name and signature of School Head)



Republic of the Philippines
Department of Education
INFORMATION COMMUNICATION AND TECHNOLOGY SERVICE
Pasig City, Philippines

MEMORANDUM

FOR : REGIONAL DIRECTORS AND SCHOOLS DIVISION SUPERINTENDENTS
Regional and Division IT Officer

FROM :  **AIDA C. YUVIENCO**
Director IV

SUBJECT : VALIDATION AND ASSESSMENT OF SCHOOL READINESS FOR
DepEd COMPUTERIZATION PROGRAM (DCP) IMPLEMENTATION

DATE : July 11, 2017

In preparation for the 2016 & 2017 DCP batches to be procured this year, the Information and Communication Technology Service (ICTS) personnel through the DepEd Regional/Division Office IT Officers shall conduct school readiness assessment. This is to ensure that recipient schools are capable of receiving the IT equipments.

Some of the basic requirements for recipient schools are the following:

Particulars	K to G3	G4 to G6	G7 to G10	G11 to G12
Tables	Not Required	12 cap.	50 cap.	50 cap.
Chairs	Not Required	12	50	50
Fan		2	4	4
Wiring		1 set	1 set	1 set

Sufficient electrical lighting must also be secured by the school. For schools without access to electricity, an alternative computer laboratory packages shall be provided.

Likewise, the ICTS personnel will be coordinating closely with the respective Regions and Division IT Officers on the above-mentioned validation and assessment.