



Republic of the Philippines  
Department of Education  
Region VII, Central Visayas  
**DIVISION OF CITY SCHOOLS – TAGBILARAN CITY**  
City of Tagbilaran



July 21, 2017

DIVISION MEMORANDUM

NO. 440, s.2017

**VALIDATION AND ASSESSMENT OF SCHOOL READINESS FOR DCP  
IMPLEMENTATION**

TO: CID & SGOD Chiefs  
Public Elementary and Secondary School Heads concerned  
Public Elementary and Secondary School ICT Coordinators/Property Custodians  
concerned

1. Pursuant to the Regional Memorandum No. 474, s.2017, Validation and Assessment of School Readiness for DepEd Computerization Program (DCP) Implementation, dated July 13, 2017, this Office through the Information and Communications Technology Unit shall conduct school readiness assessment for DCP Batch 36, 40, and 42 recipient schools.
2. The validation process aims to ensure the readiness of pre-identified recipient schools and/or recommend another school in case any of the listed schools is not ready to receive the DCP package.
3. Enclosed are the following documents for your reference:
  - a. Enclosure No. 1 – Configuration Table
  - b. Enclosure No. 2 – DCP Recipient Schools
  - c. Enclosure No. 3 – School Readiness Checklist (SRC) form
4. Schools who are recipient of **DCP Batch 36 and 42** are required to prepare the **school readiness checklist form signed by the School Head which is attached as Enclosure 3 and submit the same to the ICT Unit on or before July 28, 2017**. DCP Batch 40 recipient schools need not accomplish the said form.
5. Immediate dissemination of and compliance with this Memorandum is desired.

  
**VIRGINIA C. ZAPANTA, Ed.D., CESO V**  
Schools Division Superintendent 



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**Enclosure No. 1**

**CONFIGURATION TABLE**

DCP Budget	Batch No	Package	Item	Qty	REMARKS
2016	35	e-Classroom for New JHS	Host PC	7	Classroom readiness required
			Thin Client	42	
	36	e-Classroom for regular SHS	Host PC	7	
			Thin Client	42	
2017	40	New e-Classroom for K to G3	Laptop	1	Do not require designated classroom (school readiness)
			Projector	1	
			Multimedia Speaker	1	
	41	New e-Classroom for JHS/SHS	Host PC	2	Mobile devices with storage cart, may or may not require designated classroom
			UPS	2	
			2-in-1 Tablet PC	50	
			Charging and Storage cart	2	
			Laptop	1	
			Television	2	
			Wi-Fi Router	1	
	3-in-1 Inkjet printer	1			
	42	New e-Classroom for G4 to 6	Host PC	12	Classroom readiness required
			LED Monitor	12	
			Keyboard and Mouse	12	
			UPS	12	
			Laptop	2	
			Television	2	
	43	e-Classroom for SHS (Specialized package)	Host PC	51	Classroom readiness required
			UPS	51	
			Wi-Fi Router	1	
3-in-1 Inkjet printer			1		
Television			1		
44	e-Classroom for JHS (augmentation)	2-in-1 Tablet PC	50	Mobile devices with storage cart, may or may not require designated classroom	
		Wi-Fi Router	1		
		Charging and Storage cart	2		
45	New e-Classroom for damaged DCP by calamities and schools newly connected to local grid power supply	Host PC	12	Classroom readiness required	
		UPS	12		
		Laptop	2		
		Television	2		
		Wi-Fi Router	1		



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**Enclosure No. 2**

**DCP RECEPIENT SCHOOLS**

School ID	School Name	Budget Year	Batch no
<b>312302</b>	<b>Cogon HS Evening Class</b>	<b>2016</b>	<b>Batch 36</b>
<b>302874</b>	<b>Manga National High School</b>	<b>2016</b>	<b>Batch 36</b>
<b>302875</b>	<b>Mansasa National High School</b>	<b>2016</b>	<b>Batch 36</b>
118701	Bool Elementary School	2017	Batch 40
118702	Booy Elementary School	2017	Batch 40
118703	Booy South Elementary School	2017	Batch 40
118704	Cabawan Elementary School	2017	Batch 40
118705	City East Elementary School	2017	Batch 40
118706	Cogon Elementary School	2017	Batch 40
118707	Dampas Elementary School	2017	Batch 40
118708	Dao Elementary School	2017	Batch 40
118709	Eastern Cogon Elementary School	2017	Batch 40
118710	Manga Elementary School	2017	Batch 40
118711	Mansasa Elementary School	2017	Batch 40
118712	San Isidro Elementary School	2017	Batch 40
118713	Tagbilaran City Central Elementary School	2017	Batch 40
233001	Tagbilaran City Central School SPED Center	2017	Batch 40
118714	Taloto Elementary School	2017	Batch 40
118715	Tiptip Elementary School	2017	Batch 40
118716	Ubujan Elementary School	2017	Batch 40
<b>118710</b>	<b>Manga Elementary School</b>	<b>2017</b>	<b>Batch 42</b>
<b>118716</b>	<b>Ubujan Elementary School</b>	<b>2017</b>	<b>Batch 42</b>



**Republic of the Philippines**  
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**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   
 Partially Ready   
 Not Ready

All criteria (1-9) were satisfactorily met  
 Criteria 1-6 were met but criteria 7-9 are to be complied with prior to the installation of equipment  
 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)