DIVISION MEMORANDUM
No. J098, s. 2019

ORIENTATION-WORKSHOP FOR DCP BATCH 35, 36, 40-44 SCHOOL RECIPIENTS ON PROPERTY MANAGEMENT, INVENTORY SYSTEM AND DCP/ICT UTILIZATION

To: PUBLIC SCHOOLS DISTRICT SUPERVISORS
   SCHOOL HEADS / SCHOOL PRINCIPALS
   SCHOOL PROPERTY CUSTODIANS
   SCHOOL ICT COORDINATORS
   DIVISION SUPPLY OFFICER
   IT OFFICER

1. The Department of Education is gearing towards the transformation of education through the DepEd Computerization Program (DCP). It aims to provide public schools with appropriate technologies that would improve governance and enhance the teaching-learning process and meet the challenges of the 21st century.

2. In this regard, the ICT unit and Supply section of this office will conduct an Orientation-Workshop for all public schools in this Division on Property Management, Inventory System and DCP/ICT Utilization on December 5-6, 2019, venue to be announced later.

3. Participants for this activity are the Division IT Officer and Supply Personnel, School Heads, School ICT Coordinators, and School Property Custodians.

4. Each participant is requested to bring laptop, extension wire, pocket WiFi, DCP delivery documents, property inventory records, and ICT utilization plan or ICT class schedules.

5. Meals and snacks during the orientation shall be charge against downloaded funds (Sub-Aro No. OSEC-11-19-0715) while travel and other incidental expenses shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.

6. Immediate dissemination of and compliance with this Memorandum is directed.

CRISTY C. EPE, CESE
Schools Division Superintendent

Ends: List Enclosures
References:
To be indicated in the Perpetual Index under the following subjects:
ICT