



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

September 27, 2024

REGIONAL MEMORANDUM

ORD-2024- **1164**

**INTER-DIVISION REPAIR AND MAINTENANCE OF DEPED
COMPUTERIZATION PROGRAM (DCP) PACKAGES**

To: Schools Division Superintendents – Calbayog City,
Catbalogan City, Northern Samar, and Samar

1. This Office, through the Information and Communications Technology Unit, shall undertake initial implementation of the Inter-Division Repair and Maintenance of DepEd Computerization Program (DCP) Packages.
2. The objective of this activity is to gather selected Information Technology Officers and/or other Division personnel skilled in computer repairs and visit selected schools needing repairs on their DCP packages.
3. As an initial phase of this endeavor, the following shall be the personnel to carry out the repair and maintenance in DepEd Calbayog City from October 15 to 17, 2024.

NO.	NAME	OFFICE	POSITION
1	Jim Albert Lagado	Regional Office	ITO I
2	Gary Ballon	Calbayog City SDO	ITO I
3	Drixel Idol Ortega	Calbayog City SDO	ADAS III
4	Abe Joy Cabero	Catbalogan City SDO	ITO I
5	Rolando Lucenecio Jr.	Northern Samar SDO	ITO I
6	Raul Epifanio Figueroa, Jr.	Northern Samar SDO	ADAS II
7	Christian Paul Abuda	Samar SDO	ADAS III

4. The selected schools in Calbayog City that will be visited are:

NO.	SCHOOL ID	NAME OF SCHOOL
1	124117	Amampacang Elementary School
2	124030	Anislag Elementary School
3	500807	Bagacay Integrated School
4	501844	Basud Integrated School
5	124055	Begaho Elementary School
6	344634	Calbayog Arts & Design School of Eastern Visayas
7	313801	Calbayog City National High School
8	313803	Calbayog City Night High School
9	194001	Calbayog City SPED Center
10	124006	Calbayog East Central School

NO.	SCHOOL ID	NAME OF SCHOOL
11	123989	Calbayog Pilot Central School
12	123991	Carayman Elementary School
13	313806	Carayman National High School
14	500237	Gadgaran Integrated School
15	124070	Oquendo Central School
16	303649	R. Lentejas Mem. School Of Fisheries
17	124048	San Policarpo Central School
18	303651	San Policarpo National High School
19	124051	Trinidad Central School

5. Attached is a tool that will be accomplished after the completion of the repair and maintenance activity in the school.

6. Travel expenses incurred during this activity shall be charged against the respective Offices' local funds, subject to the existing accounting rules and regulations.

7. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO III
 Regional Director *ji*

Enclosures: None

References: None

To be indicated in the Perpetual Index under the following subjects:

PROGRAMS REPAIR

ORD-ICTU-JAL



DCP PACKAGES INTER-DIVISION REPAIR AND MAINTENANCE TOOL

SCHOOL INFORMATION

Name of School:	
School ID:	
Address:	
Division:	

LIST OF DCP PACKAGES

	QTY	UNIT	ITEM DESCRIPTION	STATUS
1				
2				
3				
4				
5				

REPAIR & MAINTENANCE DETAILS

Date Started:		Time Started:	
Date Finished:		Time Finished:	
<i>Equipment/Device Description</i>	<i>Findings</i>	<i>Actions Taken</i>	<i>Recommendation (if any)</i>

OTHER FEEDBACK (if any):**DCP INTER-DIVISION TEAM COMPOSITION:**

NAME	OFFICE	SIGNATURE

Acknowledged by:

Signature over Printed Name
School Head