



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF BIÑAN CITY

DEPARTMENT OF EDUCATION
Schools Division of Biñan City
RECORDS SECTION

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DIVISION MEMORANDUM

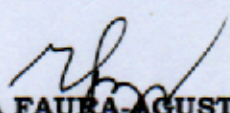
No. 140, s. 2021

REPORT ON INVENTORY OF DEPED COMPUTERIZATION PROGRAM (DCP)

To : Assistant Schools Division Superintendent,
Chief, School Governance and Operations Division,
Chief, Curriculum Implementation Division,
All School Heads,
All Others Concerned.

1. Relative to OUA MEMO 00-321-0028 and DIVISION MEMORANDUM NO. 086, s. 2020, this office informs all the Schools on the Inventory Report on DepEd Computerization Program (DCP).
2. In this regard, the office of Information, Communication & Technology Unit (ICTU) will collect data inventory about the status of ICT Facilities (DCP Packages) in your school. All necessary data gathered will provide guidance / input on the preparation of Program Support Fund (PSF) for the repair and maintenance of out-of-warranty equipment delivered under DCP.
3. Deadline for the submission of data will be on or before **May 14, 2021 (Friday)**.
4. Herein attached is the link for the encoding of data needed on the inventory report.

<https://forms.gle/MsGN2hag7G1F2dsb7>
5. For questions and clarifications, you may course them thru **Mr. Lester R. Ramos**, ITO I at lester.ramos@depd.gov.ph and/or **09614450711**.
6. Immediate dissemination of and strict compliance with this Memorandum is earnestly desired.


EDNA FAURA AGUSTIN
Schools Division Superintendent





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Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF BIÑAN CITY

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DIVISION MEMORANDUM

No. 086, s. 2020

**IMPLEMENTING GUIDELINES ON THE USE OF PROGRAM SUPPORT FUND (PSF)
FOR DEPED COMPUTERIZATION PROGRAM (DCP) 2021 MAINTENANCE AND
OTHER OPERATING EXPENSES (MOOE)**

To : Assistant Schools Division Superintendent,
Chief, School Governance and Operations Division,
Chief, Curriculum Implementation Division,
All School Heads,
All Others Concerned.

1. With reference to the Office of the Undersecretary for Administration (OUA) Memorandum No. 00-321-0028, This office informs all the Schools on the Implementing Guidelines on the use of Program Support Fund (PSF) for DepEd Computerization program (DCP) 2021 maintenance and other operating expenses (MOOE).
2. Program Objectives
 - A. The DCP aims to:
 - a. Provide ICT Packages to public schools that are responsive to the needs of the K-12 curriculum.
 - b. Integrate ICT in the teaching and learning process.
 - c. Raise the ICT Literacy of learners, teachers, and school heads.
 - d. Improve Computer to student ratio in public schools.
 - e. Improve the replacement cycle of ICT Packages.
 - B. DepEd TV Operations aims to produce and broadcast educational episodes, materials, and instructions as part of the Department's Basic Education Learning Continuity Plan (BE-LCP).
3. Scope of the guidelines:

DCP FY2021 MOOE
4. Allocation of funds: 2021 MOOE
 - A. All School Division Offices (SDOs) shall receive a PSF for the repair and maintenance of out of warranty equipment delivered under DCP to be downloaded to the Regional Offices (ROs) as indicated in "Annex A".



- B. All SDOs shall receive a PSF for DCP Monitoring, DepEd TV Operations, and provision of internet for training as indicated in "Annex B."

5. Eligible Activity

- A. For SDOs: The PSF shall be utilized for the following activities:

PSF	ACTIVITY	ALLOWABLE EXPENSES
PSF for repair and maintenance	Repair and maintenance	Service fee, payment of spare purchase of parts to be replaced
PSF for 1. DCP Monitoring	1. Evaluation/validation/assessment, monitoring of school readiness/delivery monitoring of DCP Package	• Transportation, accommodation and meals
2. DepEd TV Operations	2. Production of DepEd episodes	• Transportation, accommodation and meals • Procurement of production supplies and materials (below P15,000.00)


B. Utilization and Liquidation.

- a. The use DCP PSF is subjected to existing budgeting, accounting, auditing and procurement rules and regulations and internal policies of the Department.

6. Reporting

Every Activity must be Documented by the Division Information Technology Officer (DITOs) by submitting all the supporting data that can be use in planning and programming the DCP. The report must be signed by the Schools Division Superintendent (SDS) and transmit to RO to be consolidated by the Regional Information Technology Officer (RITOs). The consolidated report must be endorsed by the Regional Director (RDs) to Information and Communication Technology Service (ICTS) – DepEd Central Office.

7. For questions and clarifications, you may course them thru **Mr. Lester R. Ramos**, ITO I at lester.ramos@deped.gov.ph and/or **09954569685**.
8. Immediate and widest dissemination of this Memorandum is earnestly desired.


EDNA FAURA-AGUSTIN
Schools Division Superintendent





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Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

OUA MEMO 00-0321-0028
MEMORANDUM
26 February 2021

For: **Regional Directors**
Schools Division Superintendents
Public Elementary and Secondary School Heads
Regional and Division Information Technology Officers
Finance Officers
School Property Custodians and ICT Coordinators
All Others Concerned

Subject: **IMPLEMENTING GUIDELINES ON THE USE OF PROGRAM
SUPPORT FUND (PSF) FOR DEPED COMPUTERIZATION
PROGRAM (DCP) 2021 MAINTENANCE AND OTHER
OPERATING EXPENSES (MOOE)**

1. Program Description

The PSF shall augment the operation and regular MOOE for the successful implementation of programs and projects.

2. Program Objectives

A. The DCP aims to

- provide ICT packages to public schools that are responsive to the needs of the K-12 curriculum;
- integrate ICT in the teaching and learning process;
- raise the ICT literacy of learners, teachers, and school heads;
- improve computer-to-student ratio in public schools; and
- improve the replacement cycle of ICT packages.

B. DepEd TV Operations aims to produce and broadcast educational episodes, materials, and instructions as part of the Department's Basic Education Learning Continuity Plan (BE-LCP).

3. Scope of the Guidelines

DCP FY2021 MOOE



Scan this QR Code to view
Videos and Magazines
of Major Programs



Office of the Undersecretary for Administration (OUA)

[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)]

Department of Education, Central Office, Meralco Avenue, Pasig City
Rm 519, Mabini Bldg; Mobile: +639260320762; Tel: (+632) 86337203, (+632) 86376207
Email: usec.admin@deped.gov.ph; Facebook/Twitter @depeditayo

4. Allocation of Funds: 2021 MOOE

- A. All Schools Division Offices (SDOs) shall receive a PSF for the repair and maintenance of out-of-warranty equipment delivered under DCP to be downloaded to the Regional Offices (ROs) as indicated in “Annex A”; and
- B. All SDOs shall receive a PSF for DCP Monitoring, DepEd TV Operations, and provision of internet for training as indicated in “Annex B.”

5. Eligible Activities

- A. For the SDOs: The PSF shall be utilized for the following activities:

PSF	ACTIVITY	ALLOWABLE EXPENSES
PSF for repair and maintenance	Repair and maintenance	Service fee, payment of spare purchase of parts to be replaced
PSF for 1. DCP Monitoring 2. DepEd TV Operations	1. Evaluation/validation/assessment, monitoring of school readiness/delivery monitoring of DCP Package 2. Production of DepEd episodes	<ul style="list-style-type: none">• Transportation, accommodation and meals• Transportation, accommodation and meals• Procurement of production supplies and materials (below P15,000.00)

B. Utilization and Liquidation

- a. The use DCP PSF is subject to existing budgeting, accounting, auditing and procurement rules and regulations and internal policies of the Department.



6. Reporting

Every activity must be documented by the Division Information Technology Officers (DITOs) by submitting all the supporting data that can be used in planning and programming the DCP. The report must be signed by the Schools Division Superintendent (SDS) and transmit to RO to be consolidated by the Regional Information Technology Officers (RITOs). The consolidated report must be endorsed by the Regional Directors (RDs) to the Information and Communications Technology Service (ICTS) - DepEd Central Office.



7. For clarification or more information on this subject, kindly contact Engr. Ofelia L. Algo, Information Technology Officer III and Chief of the ICTS-Technology Infrastructure Division (TID), through 86332363/09088782413 and email at ofelia.algo@deped.gov.ph .

8. For reference and appropriate action.


ALAIN DEL B. PASCUA
Undersecretary



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