



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

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30 January 2024

**DIVISION MEMORANDUM**  
OSD-2024-026

**MONITORING AND EVALUATION OF DEPED COMPUTERIZATION PROGRAM  
(DCP) IMPLEMENTATION IN SCHOOLS**

**TO** : OIC – Asst. Schools Division Superintendent  
Chief Education Supervisors – SGOD & CID  
Public School District Supervisors  
Education Program Supervisors  
Public Elementary and Secondary School Heads  
ICT Coordinators for DCP Program and Projects  
School Property Custodian  
All Others Concerned

1. Pursuant to DepEd Order No. 016, s. 2023, titled “Revised Guidelines on the Implementation of the Department of Education Computerization Program, this Office through the Information and Communication Technology (ICT) section will conduct the regular monitoring, evaluation and maintenance of DCP in schools division starting month of January 2024.
2. The activity aims to monitor the implementation of the DCP, assess the effectiveness and efficiency of the program, identify areas for improvement, conduct maintenance and validate out-of-warranty ICT equipment under DCP.
3. Schools are requested to prepare the DCP documents, plans, and reports.
4. See attached monitoring and maintenance schedule and DepEd Order for reference.
5. Immediate dissemination and compliance of this memorandum are highly expected.

  
**SUSAN D.L. ORIBIANA**  
Schools Division Superintendent

CBR/002

**DCP MONITORING SCHEDULE 2024**

<b>TENTATIVE DATE</b>	<b>SCHOOL</b>
JANUARY 31, 2024	GULANG-GULANG NATIONAL HIGH SCHOOL
FEBRUARY 9, 2024	ZABALLERO ELEMENTARY SCHOOL
	CAMP NAKAR ELEMENTARY SCHOOL
FEBRUARY 16, 2024	DOMOIT ELEMENTARY SCHOOL
	REYMAR ELEMENTARY SCHOOL
FEBRUARY 23, 2024	GULANG GULANG ELEMENTARY SCHOOL
	NORTH I ELEMENTARY SCHOOL
MARCH 1, 2024	NORTH II ELEMENTARY SCHOOL
	NORTH III ELEMENTARY SCHOOL
MARCH 8, 2024	SILANGAN MAYAO ELEMENTARY SCHOOL
	KANLURAN ELEMENTARY SCHOOL
MARCH 22, 2024	ELVIRA RAZON ARANILLA ELEMENTARY SCHOOL
	SAN LORENZO ELEMENTARY SCHOOL
APRIL 12, 2024	ILAYANG DUPAY ELEMENTARY SCHOOL
	HERMANA FAUSTA ELEMENTARY SCHOOL
APRIL 26, 2024	IBABANG TALIM ELEMENTARY SCHOOL
	ILAYANG TALIM ELEMENTARY SCHOOL
MAY 10, 2024	RANSOCHAN INTEGRATED SCHOOL
	SALINAS ELEMENTARY SCHOOL
MAY 24, 2024	ISABANG ELEMENTARY SCHOOL-BOCOHAN ANNEX
JUNE 6, 2024	ISABANG ELEMENTARY SCHOOL
	IBABANG IYAM ELEMENTARY SCHOOL
JUNE 14, 2024	WEST II ELEMENTARY SCHOOL
	WEST III ELEMENTARY SCHOOL
JUNE 21, 2024	WEST I ELEMENTARY SCHOOL
JUNE 28, 2024	WEST IV ELEMENTARY SCHOOL
	EAST IX ELEMENTARY SCHOOL
JULY 5, 2024	EAST V ELEMENTARY SCHOOL
	EAST VII ELEMENTARY SCHOOL
JULY 12, 2024	EAST VII ELEMENTARY SCHOOL ANNEX
	EAST III ELEMENTARY SCHOOL
JULY 19, 2024	EAST VI ELEMENTARY SCHOOL
	EAST IV ELEMENTARY SCHOOL
JULY 26, 2024	EAST II ELEMENTARY SCHOOL
	EAST VIII ELEMENTARY SCHOOL
AUGUST 2, 2024	EAST I ELEMENTARY SCHOOL
AUGUST 9, 2024	BLISS ELEMENTARY SCHOOL
	MAYAO CROSSING ELEMENTARY SCHOOL

AUGUST 16, 2024	TALAO-TALAO ELEMENTARY SCHOOL
	DALAHICAN ELEMENTARY SCHOOL- ANNEX
AUGUST 22, 2024	BARRA ELEMENTARY SCHOOL
AUGUST 23, 2024	MAYAO CASTILLO ELEMENTARY SCHOOL
	MAYAO PARADA ELEMENTARY SCHOOL
SEPTEMBER 6, 2024	SOUTH I ELEMENTARY SCHOOL
	SOUTH II ELEMENTARY SCHOOL
SEPTEMBER 13, 2024	DALAHICAN ELEMENTARY SCHOOL
SEPTEMBER 20, 2024	LDNHS
	LDNHS BARRA
SEPTEMBER 27, 2024	MPAIHS
	LCNHS MAYAO CASTILLO / CNHS
OCTOBER 4, 2024	LCNHS SILANGAN MAYAO
	LCNHS MAYAO CROSSING
OCTOBER 11, 2024	LCNHS ILAYANG DUPAY
	GGNHS BOCOHAN
OCTOBER 18, 2024	LCNHS
OCTOBER 25, 2024	GGNHS
NOVEMBER 8, 2024	LCNHS
NOVEMBER 15, 2024	ITIHS



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**ICT EQUIPMENT MAINTENACE PLAN FY 2024**

JANUARY				FEBRUARY				MARCH			
1 <sup>ST</sup> Week	2 <sup>ND</sup> Week	3 <sup>RD</sup> Week	4 <sup>TH</sup> Week	1 <sup>ST</sup> Week	2 <sup>ND</sup> Week	3 <sup>RD</sup> Week	4 <sup>TH</sup> Week	1 <sup>ST</sup> Week	2 <sup>ND</sup> Week	3 <sup>RD</sup> Week	4 <sup>TH</sup> Week
Budget & Admin	Personnel	CID	CID	CID	SGOD	SGOD	SGOD	CASH UNIT & FINACE	SUPPLY & RECORDS	LEGAL & ICT	SDS SEC. & ASDS SEC.

APRIL				MAY				JUNE			
1 <sup>ST</sup> Week	2 <sup>ND</sup> Week	3 <sup>RD</sup> Week	4 <sup>TH</sup> Week	1 <sup>ST</sup> Week	2 <sup>ND</sup> Week	3 <sup>RD</sup> Week	4 <sup>TH</sup> Week	1 <sup>ST</sup> Week	2 <sup>ND</sup> Week	3 <sup>RD</sup> Week	4 <sup>TH</sup> Week
PERSONNEL	ADMIN	SGOD	SGOD	BUDGET & ADMIN	CASH UNIT & FINACE	SUPPLY & RECORDS	SDS SEC. & ASDS SEC.	PERSONNEL	BAC	COA	CID

JULY				AUGUST				SEPTEMBER			
1 <sup>ST</sup> Week	2 <sup>ND</sup> Week	3 <sup>RD</sup> Week	4 <sup>TH</sup> Week	1 <sup>ST</sup> Week	2 <sup>ND</sup> Week	3 <sup>RD</sup> Week	4 <sup>TH</sup> Week	1 <sup>ST</sup> Week	2 <sup>ND</sup> Week	3 <sup>RD</sup> Week	4 <sup>TH</sup> Week
CID	CID	SGOD	SGOD	SGOD	CASH UNIT & FINACE	SUPPLY & RECORDS	LEGAL & ICT	SDS SEC. & ASDS SEC.	PERSONNEL	ADMIN	SGOD

OCTOBER				NOVEMBER				DECEMBER			
1 <sup>ST</sup>	2 <sup>ND</sup>	3 <sup>RD</sup>	4 <sup>TH</sup>	1 <sup>ST</sup>	2 <sup>ND</sup>	3 <sup>RD</sup>	4 <sup>TH</sup>	1 <sup>ST</sup>	2 <sup>ND</sup>	3 <sup>RD</sup>	4 <sup>TH</sup>
SGOD	BUDGET & ADMIN	CASH UNIT & FINACE	SUPPLY & RECORDS	SDS SEC. & ASDS SEC.	PERSONNEL	BAC	COA	CID	CID	CID	Budget & Admin

Prepared by:

  
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