



Republic of the Philippines  
Department of Education  
Region I  
**SCHOOLS DIVISION OF ILOCOS SUR**  
Bantay, Ilocos Sur



November 26, 2019

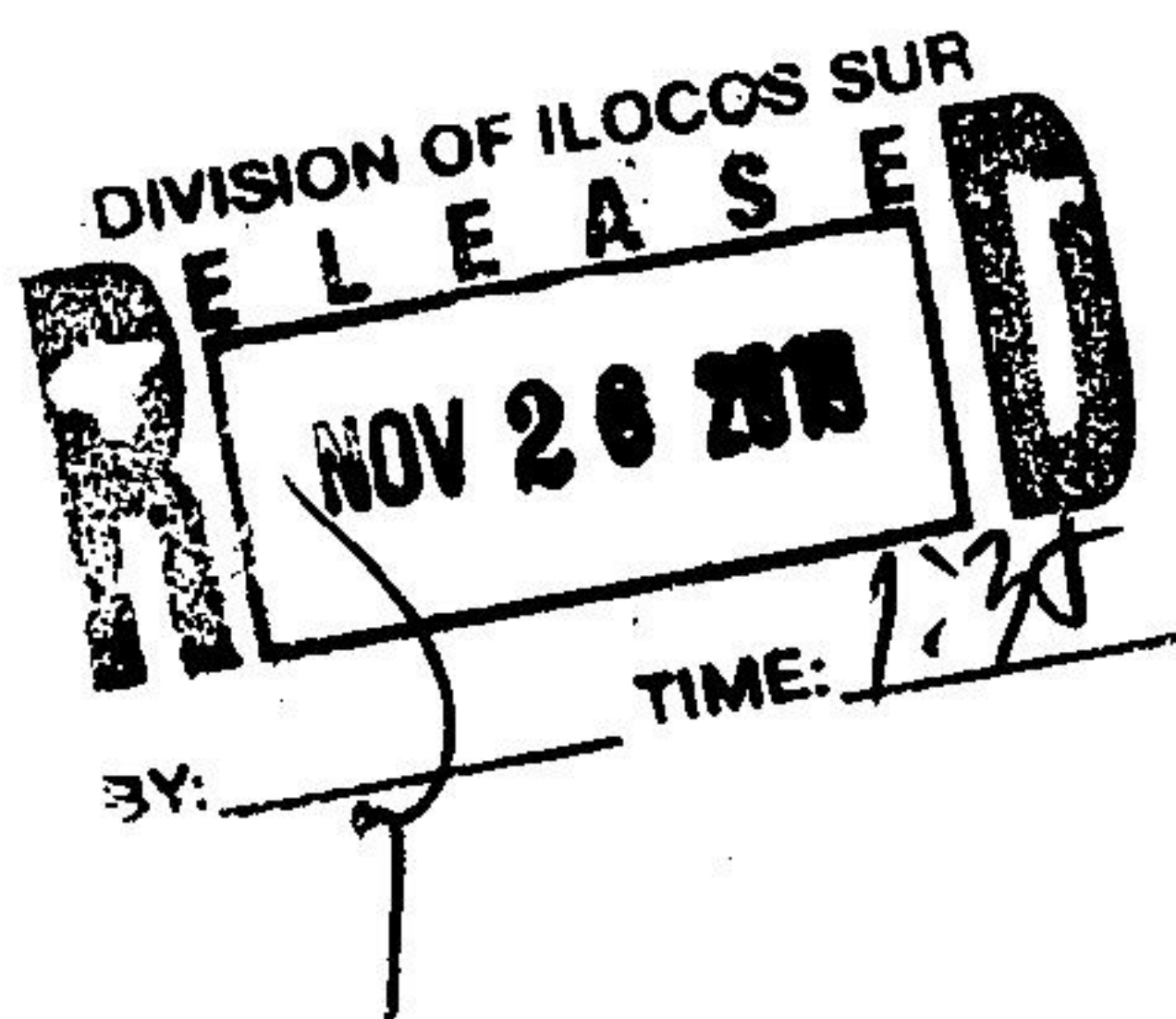
**DIVISION MEMORANDUM**

No. 490, s. 2019

**EMPHASIZING THE SUPPLIER AND RECIPIENT SCHOOLS' RESPONSIBILITY IN RELATION  
TO DEPED COMPUTERIZATION PROGRAM (DCP) BATCHES 35-36, 40-44 AND E-  
TEXTBOOK PACKAGES**

**To: OIC-Asst. Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elementary School Heads  
Public Secondary School Heads  
Designated District LRMDs Coordinators  
Designated Secondary LRMDs Coordinators  
All others concerned**

1. Recipient schools of DCP batches 35, 36, 40-46 and the E-textbook packages are directed to submit an Incident Report (see the attached document) through the division IT Officer in case the supplier fails to comply the contract provisions.
2. The report shall be submitted online through email at [julimar.buquing@deped.gov.ph](mailto:julimar.buquing@deped.gov.ph).
3. Immediate dissemination to all concerned on this matter is desired.



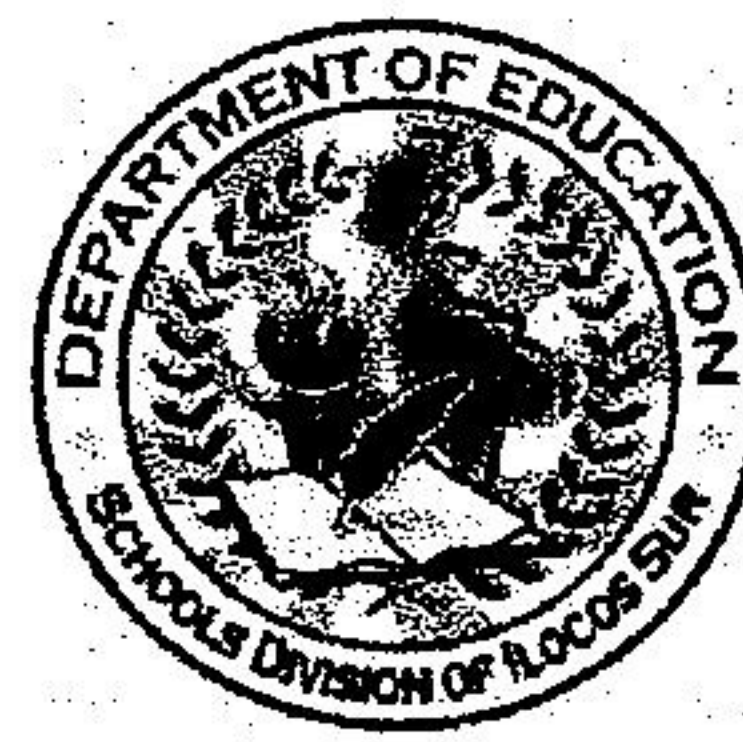
  
**JORGE M. REINANTE, CSEE, CEO VI, CESO V**  
Schools Division Superintendent

To be included in the perpetual index under the following subject:  
**DCP CONCERNS**





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**DCP RECIPIENT SCHOOL'S REPORTED ISSUES/CONCERNS**

Name of Supplier: \_\_\_\_\_

DCP Batch No.: \_\_\_\_\_

School: \_\_\_\_\_

Delivery Date.: \_\_\_\_\_

Complete Address: \_\_\_\_\_

School ID No.: \_\_\_\_\_

School ICT Coordinator: \_\_\_\_\_

Contact Nos.: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Type of Machine, Brand or Model	Serial Number	Problems Encountered

Reported by: \_\_\_\_\_

\_\_\_\_\_  
**School Principal**  
(Signature over Printed Name)

Noted:

**JULIMAR R. BUQUING**  
Information Technology Officer I

