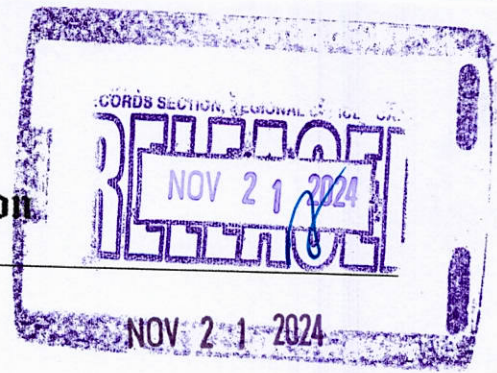




Republic of the Philippines
Department of Education
CARAGA REGION



REGIONAL MEMORANDUM
No. **1295**, s. 2024

To: Schools Division Superintendents
This Region

**OPTIMIZING DCP DELIVERY AND DISPOSAL THROUGH JOINT COLLABORATION
OF IT AND SUPPLY OFFICERS**

1. The DepEd Caraga Regional Office, in collaboration with the Information and Communications Technology Unit (ICTU) and Asset Management Unit (AMU), will conduct an activity titled **"Optimizing DCP Delivery And Disposal Through Joint Collaboration of IT and Supply Officers"** on December 4-6, 2024, at Almont Beach Resort, Brgy. Lipata, Surigao City.
2. This activity aims to enhance the efficiency and effectiveness of the DepEd Computerization Program (DCP) processes, particularly in the delivery and Disposal of packages. Specifically, the activity seeks to:
 - assess the current DCP delivery and disposal procedures to identify inefficiencies and areas of improvement,
 - develop strategies to streamline DCP delivery and disposal processes to ensure timely and effective management of DCP packages,
 - strengthen the collaboration to bridge the gap between technical and logistical perspectives, and
 - review and update practices to maintain compliance and improve accountability in managing ICT assets.
3. Participants include Regional ICT and AMU personnel, as well as Division Supply Officers and IT Officers.
4. Board and lodging, meals and snacks shall be charged against DCP Fund downloaded to SDO-Surigao City as the host division. Travel expenses and per diem shall be charged to DCP funds, subject to standard accounting and auditing rules and regulations.



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (082) 225-1151
Telefax No: (085) 342-5959
Email: caraga@depd.gov.ph
Website: caraga.depd.gov.ph



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5. The first meal will be breakfast on December 4, 2024, while the last will be dinner on December 6, 2024.

6. Immediate dissemination of this memorandum is desired.

MARIA INES C. ASUNCION
Director III
Officer-in-Charge
Office of the Regional Director

Encl: None

Reference: None

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

COMPUTER EDUCATION

DCP IMPLEMENTATION

JOINT MEETING

ORD/mma
11/21/2024



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