



Republic of the Philippines
Department of Education
CARAGA REGION



REGIONAL MEMORANDUM
No. **1166**, s. 2024

OCT 25 2024

To: Schools Division Superintendents
All Others Concerned

REITERATION ON THE USE OF DEPED COMPUTERIZATION
PROGRAM (DCP) PACKAGES

1. Pursuant to DepEd Order No. 16, s. 2023, titled "*Revised Guidelines on the Implementation of the DepEd Computerization Program*," this Office reiterates the proper utilization of DCP packages in schools.
2. **e-Learning Cart (eCart):** The e-Learning Cart packages, comprising 46 laptops, are intended for use by learners in the e-classroom only. Teachers may also use these laptops, but only within the e-classroom and only when there is no conflict with learners' scheduled use of the classroom at that time.
3. **Smart TV (STV):** This package consists of 5 units of Smart TVs with an external hard drive. The School Principal should identify 5 classrooms where the Smart TVs will be installed.
4. **Laptop for Teaching (L4T):** DepEd also provides the Laptops for Teaching (L4T) package, with the goal of eventually supplying all public school teachers with laptops. However, due to the current limited supply, these laptops may be shared among teachers based on need. If a teacher who has been using a laptop resigns, is terminated, or transfers to another school, the laptop must be returned to the school. The property custodian and the school ICT Coordinator are responsible for tracking the location and current borrower of these laptops.
5. **Laptop for Non-Teaching (L4NT):** The Laptop for Non-Teaching (L4NT) package is intended for non-teaching personnel, particularly Administrative Officers II (AO2), to assist with administrative tasks in the school.
6. In all cases, the school property custodian or ICT Coordinator is responsible for monitoring and tracking the location and assignment of these laptops. However, the school head holds ultimate responsibility for ensuring the security and proper use of the laptops, preventing any misuse or damage.
7. Immediate dissemination of this memorandum is desired.

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Encl.: None

Reference: DO # 16, s 2023

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

COMPUTER EDUCATION

RULES AND REGULATIONS

ICT UNIT

ORD/mma
09/30/2024



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