



DEPARTMENT OF EDUCATION
Region X-Northern Mindanao
DIVISION OF MALAYBALAY CITY
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MEMORANDUM

To : **Public Schools District Supervisors
Elementary and Secondary School Heads
This Division**

From : **EDILBERTO L. OPLENARIA, CESO VI**
Schools Division Superintendent

Date : June 24, 2015

Re : **Submission of DepEd Computerization Program (DCP) School Readiness
Checklist Form**

688
MALAYBALAY CITY DIV.
RELEASED
Date: 6-24-15 Time: 4:30
Resque [Signature]

1. For effective & efficient deployment of DCP Batch 26 & 27 E-Classroom Package and to validate the readiness of the schools and compliance of the counterpart requirements, all recipient schools are required to accomplish and submit the School Readiness Checklist Form **on or before June 30, 2015** to the Office of the Schools Division Superintendent attention: ICT Services Section.
2. Further, all recipient schools are advised to prepare the counterpart requirements before the delivery of the e-classroom package and follow the suggested e-classroom layout. In case the school can't comply with the requirements, inform this Office immediately so we can recommend replacement schools to the DepEd Central Office.
3. Enclosed are the List of Recipient Schools under DCP 2014, School Readiness Checklist Form and Suggested E-classroom Layout
4. Immediate and widest dissemination of this Memorandum is desired.

List of Recipient Schools under DCP 2014

School ID	School Name
DCP Batch 26 - Elementary	
126575	Baganao ES
126534	Bagong Silang ES
126559	Bendolan ES
126560	Birñalbagan ES
126537	Caburacanan ES
126562	Calawag ES
126539	Dumayas ES
126584	Kibalabag ES
199518	Kibalabag ES
126585	Kilap-Agan ES
126541	Kulaman ES
126543	Langasihian ES
126545	Lunokan ES
126546	Maligaya ES
126587	Manalog ES
126569	Mapayag ES
126548	Mapulo ES
126549	Matangpatang ES
199511	Paiwaig ES
126551	Panamucan ES
126572	San Roque ES
126592	Sta. Ana ES
126594	Tag-Ilanao ES
126595	Tintinaan ES
259006	Tuburan ES
DCP Batch 27 - Secondary	
314914	Casisang NHS (Bukidnon NHS - Casisang Annex)
325504	Bukidnon NHS - Dalwangan Annex
303973	Managok NHS
314920	Managok NHS - Miglamin Annex

School Readiness Checklist



Republic of the Philippines
Department of Education
 TECHNICAL SERVICE
 Pasig City, Philippines

SCHOOL ID: _____ **NAME OF SCHOOL:** _____

Classification (if recipient pls. check):

- Main Annex Annex A Annex B
 Campus A Campus B Campus C

Region: _____ Province: _____ District: _____ City/Municipality: _____

Division: _____ Superintendent: _____

Principal/School Head: _____

Contact No./Cellphone No.: _____ E-mail: _____

School Property Custodian: _____ Contact No.: _____

Name of Computer Laboratory In-Charge: _____

Contact No./Cellphone No.: _____

Tel. No. (of the school): _____ Fax No. _____ E-mail: _____

In compliance to DepEd Memo No. 280, series of 2011, the school's readiness for the DCP shall be assessed by the Division ICT Coordinator according to the following criteria. Please tick appropriate box.

Criteria	Yes	No	Remarks
1. Multi-media Classroom	<input type="checkbox"/>	<input type="checkbox"/>	_____
2. Computer Tables	<input type="checkbox"/>	<input type="checkbox"/>	_____
3. Windows and Doors with grills	<input type="checkbox"/>	<input type="checkbox"/>	_____
4. Proper electrical wirings and outlets duly certified by the Municipal/City Electrician	<input type="checkbox"/>	<input type="checkbox"/>	_____
5. Provision of adequate security mechanisms	<input type="checkbox"/>	<input type="checkbox"/>	_____
6. School Inspectorate team were organized	<input type="checkbox"/>	<input type="checkbox"/>	_____
7. 50 pieces mono chairs	<input type="checkbox"/>	<input type="checkbox"/>	_____
8. At least 2 units of stand fan	<input type="checkbox"/>	<input type="checkbox"/>	_____
9. Sufficient electrical lighting	<input type="checkbox"/>	<input type="checkbox"/>	_____

Based on the assessment above, the school is:

- Ready All criteria (1-9) were satisfactorily met
 Partially Ready Criteria 1-6 were met but criteria 7-9 are to be complied with prior to the installation of equipment
 Not Ready At least one of critical 1-6 is not met

RECOMMENDATIONS:

ASSESSED BY:

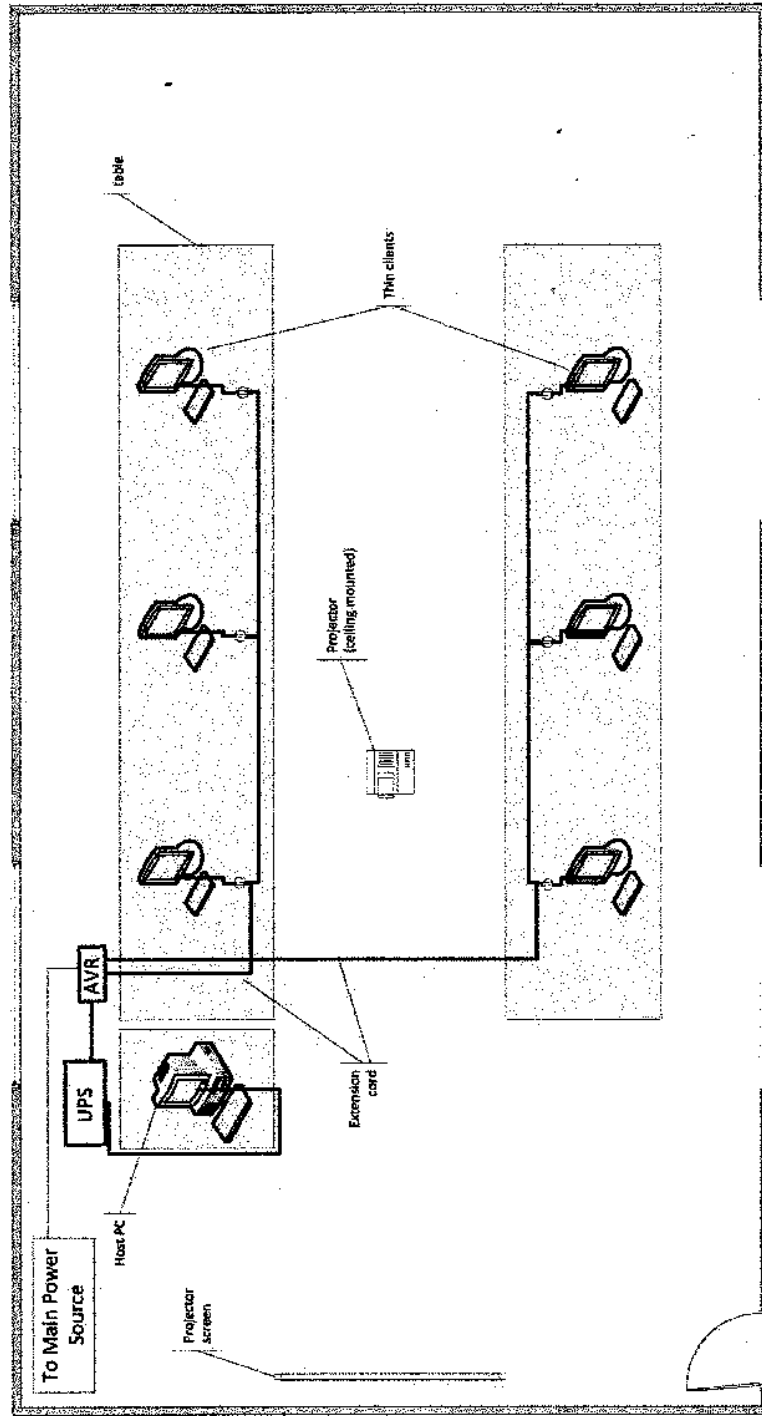
CONCURRED BY:

(Name and signature of Division ICT Coordinator)

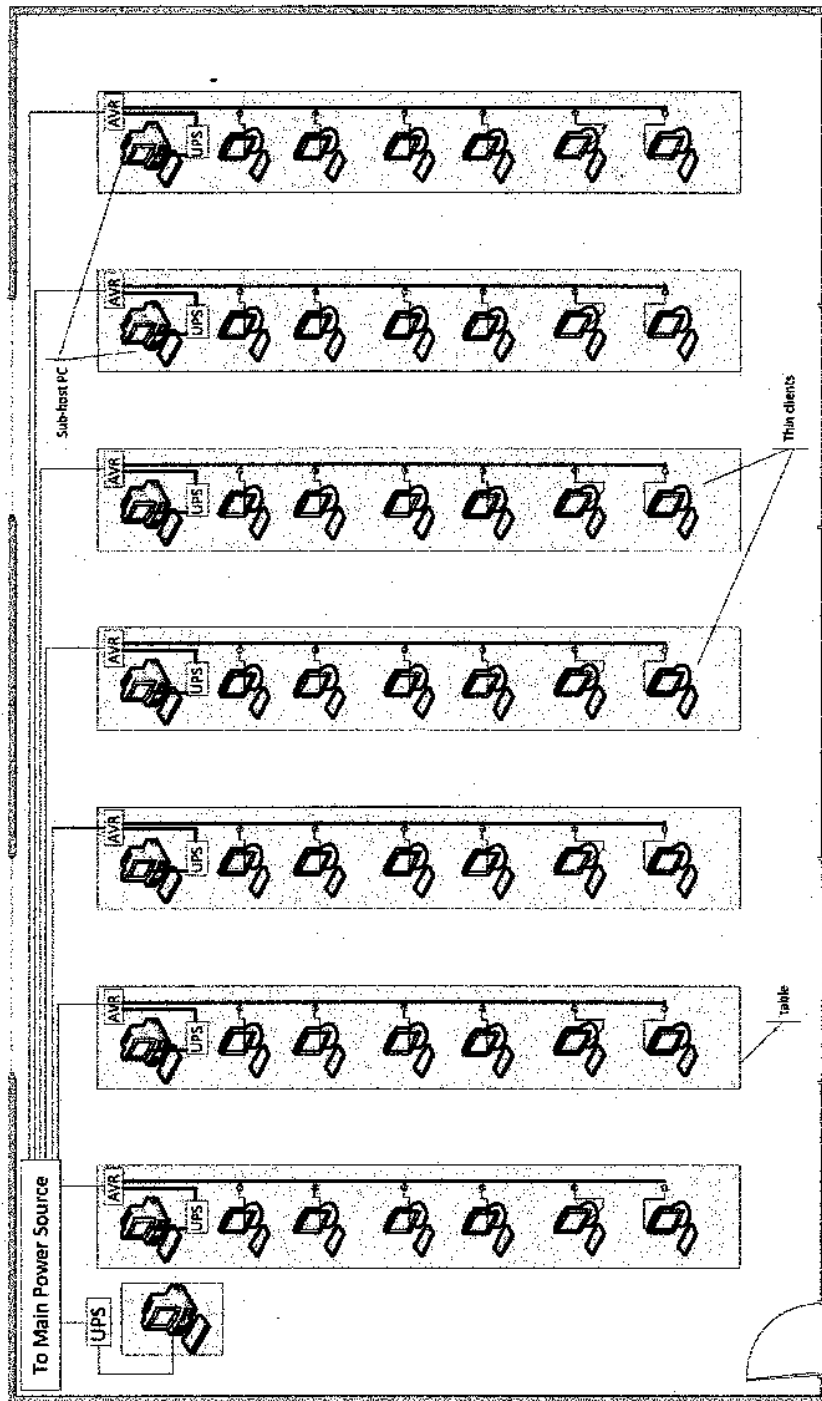
(Name and signature of School Head)

Suggested E-Classroom Lay-out for Elementary and Secondary Schools (Batch 26 and Batch 27)

Suggested Elementary E-Classroom Lay-out



Suggested Secondary E-Classroom Lay-out



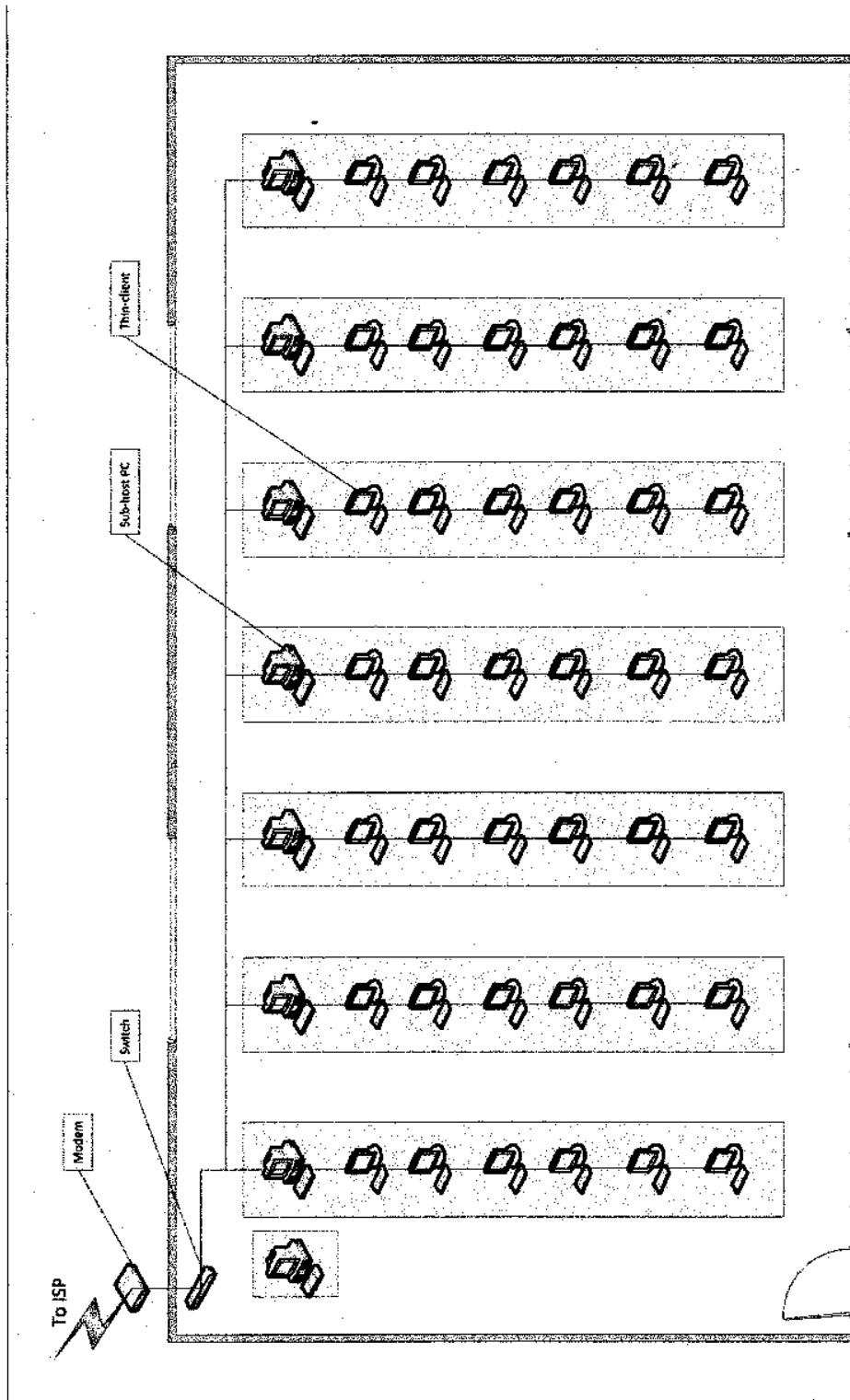


Figure 1. Secondary School Suggested Network Lay-out