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DepEd O R D E R
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**GUIDELINES ON THE IMPLEMENTATION OF THE DEPED
COMPUTERIZATION PROGRAM (DCP)**

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Regional Directors
Schools Division/City Superintendents
Heads, Public Elementary and Secondary Schools
All Others Concerned

1. With the legal mandate of promoting the right of all citizens to take appropriate steps in making education accessible to all, the Department of Education (DepEd) is geared towards the transformation of education through the DepEd Computerization Program (DCP).

2. DCP aims to provide public schools with appropriate technologies that would enhance the teaching-learning process and meet the challenges of the 21st century. This program shall respond to the computer backlog of public schools by providing them hardware and software, and training on simple trouble shooting.

3. Through this program and the combined efforts of other government agencies and the private sector, 5,409 public secondary schools have been provided with at least one computer laboratory each. This ranges from 10-20 computer units including other peripherals depending on the agencies providing the computer units. The objectives of the DepEd Computerization Program are as follows:

1. Provide computer laboratory packages to secondary schools;
2. Provide e-classroom to elementary schools;
3. Provide laptop units to mobile teachers;
4. Integrate ICT in the school system;
5. Raise the ICT literacy of learners, pupils, students, teachers and school heads; and
6. Reduce the computer backlog in public schools.

4. The following are the Program Components:

A. Infrastructure Provision

The Technical Service-Information and Communication Technology Unit (TS-ICTU) together with the different Bureaus has come up with the configuration of the packages to be given to the public schools. The configuration was based on how the teaching-learning process can be enhanced through the aid of technology.



Computer Lab/Multimedia Classroom Packages:

Regular Secondary Schools (Computer Lab Model)

Regular Schools	
Qty.	Specifications
11	Desktop PC (Branded and Brand new)
1	Wireless Broadband Router (Branded and Brand new)
11	UPS (Branded and Brand new)
1	3-in-1 Inkjet Printer (Branded and Brand new)
Set	Face to face lecture and hands-on training on basic software and hardware installation

Augmentation

Augmentation of equipment for Secondary Schools with huge student enrollment shall be based on the following criteria;

- 9,000 and up: 150 terminals
- 5,000 and 8,999: 50-100 terminals
- 2,000 and 4,999: 50 terminals

Elementary Schools (E-Classroom Model)

Multimedia Classroom Package	
Qty	Specifications
1	Host PC (Branded and Brand new)
6	17" LCD Monitor (Branded and Brand new)
6	Keyboard and Mouse (Branded and Brand new)
2 Kits	Desktop Virtualization Kit using shared computing technology (Branded and Brand new)
1	UPS (Branded and Brand new)
1	Interactive Whiteboard (Branded and Brand new)
1	3-in-1 Inkjet Printer (Branded and Brand new)
1	LCD Projector (Branded and Brand new)
Set	Face to face lecture and hands-on training for Desktop Computer, Interactive Whiteboard and Desktop Virtualization using Shared computing technology

**Laptop Units for Mobile Teachers
(Alternative Learning System)**

- Laptop units for Mobile Teachers

B. Program Orientation

The **Program Management Committee** consisting of the ICT-TC, Technical Service-ICTU and Bureaus shall conduct a program orientation for the recipient schools. Orientation on the program shall be done before the packages shall be deployed to the schools.

Recipient schools shall be oriented on the packages even before these are deployed to their respective schools.

The objectives of this activity are to:

- orient the schools on the counterpart requirements needed before the delivery of the computer packages;
- orient the school heads on the inspection and acceptance of the computer packages; and
- enhance skills of users for instructional purposes and effective governance through an ICT-aided environment.

C. Monitoring and Evaluation

To ensure the effectiveness of the program as well as the deployment of the computer packages the Committee shall do a monitoring and evaluation of the program. The Program Management Committee in coordination with Regional and Division ICT Coordinators shall be mobilized to:

- a. validate the compliance of the recommended schools with the selection criteria;
- b. assist the schools in preparing for the delivery of the computers;
- c. supervise and coordinate the delivery of computers to the schools;
- d. monitor the utilization of the computers in their respective region; and
- e. submit reports on the implementation of the program.

5. The recipient schools shall be selected on the basis of the following basic criteria:

- a. Must have on-site, stable and continuous supply of electricity and preferably with telephone facilities (for those without electricity in secondary schools an alternative computer laboratory package shall be provided);
- b. Must have at least one (1) teacher assigned to handle Computer Education classes, to manage the computer laboratory and willing to be trained on lab management including hardware fundamentals and servicing;
- c. Must have at least one (1) teacher each of English, Science and Math who are specialists in their areas and willing to be trained on pedagogy-technology and to echo training to their colleagues;
- d. Must have the capacity to mobilize counterpart support from other stakeholders in the community for needed structures/facilities;

- e. **Must have never been recipient of computers from other programs** such as the DTI's-PCs for Public Schools Projects, CICT's-iSchools Project, etc. unless the equipment are due for replacement and augmentation; and
- f. Must have strong partnership with other stakeholders to ensure sustainability of the program.

6. Augmentation of ICT equipment for schools with huge enrollment shall be provided based on enrollment. For Secondary Schools with 9,000 and above student population, they shall receive 150 terminals. Secondary Schools with 5,000-8,999 enrollees shall receive an augmentation of 50-100 terminals. On the other hand, secondary schools with 2,000 to 4,999 student population shall receive 50 terminals.


7. Annually, the allotted budget for the DepEd Computerization Program shall be provided under the General Appropriations Act (GAA) to support the procurement of computer hardware and software.

8. With the consolidation of the different computerization programs both from other government agencies and the private sector, this Department shall take the initiative that by SY 2009-2010 all secondary schools shall have computer laboratories.

9. Although the backlog in the deployment of computer laboratories to public high schools is targeted to be finished by the end of this school year, the issue on obsolescence of existing ICT resources and improving the computer-student ratio at the secondary level shall be addressed by SY 2010-2011.

10. The program shall also be expanded to cater to the needs of teachers from selected public elementary schools of the Bureau of Elementary Education (BEE) (2009-2010) and the mobile teachers of the Bureau of Alternative Learning System (BALS) (2009-2010).

11. Immediate dissemination of and compliance with this Order is directed.


MONA D. VALISNO
Secretary
JCS *10/1/10*

Reference:

N o n e

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

INFORMATION TECHNOLOGY
POLICY
PROJECTS
SCHOOLS