Department of Education
Region VI – Western Visayas
DIVISION OF AKLAN
Archbishop G.M. Reyes St., Kalibo, Aklan

June 8, 2018

To: **Chief Education Supervisors CID and SGOD**
Public Schools District Supervisors
Principals In-Charge of the District
Head Teacher In-Charge of the District
Public Elementary, Secondary and Integrated School Heads

Dear Sirs/Mesdames:

Please find attached memorandum from Director Abram C. Abanil dated June 6, 2018 re: **REQUESTING ASSISTANCE FOR THE RETRIEVAL OF DOCUMENTS RELATED TO THE PROCUREMENT OF VARIOUS EQUIPMENT UNDER DEPED COMPUTERIZATION PROGRAM (DCP).**

For your information, guidance and strict compliance.

Very truly yours,

DR. SALVADOR O. OCHAVO, JR., CESO VI
Schools Division Superintendent

DIVISION LETTER
No. 98, s. 2018

/FPJ

Republika ng Pilipinas

Kagawaran ng Edukasyon

Information and Communications Technology Service

MEMORANDUM
06 June 2018

For : **Regional Directors**
Schools Division Superintendents

Attention:
Regional and Division Supply Officers
Regional and Division IT Officers
Principals and School Heads

From : **ABRAM Y. C. ABANIL**
Director IV

Subject : **Requesting Assistance for the Retrieval of Documents related to the Procurement of Various Equipment Under DepEd Computerization Program (DCP)**

The DepEd Central Office is in the process of reconciling the procured ICT equipment thru DBM-PS due to the Audit Observation Memorandum (AOM) dated May 15, 2018 that some ICT equipment procured made thru DBM-PS in 2004 – 2015 are not recorded in the DepEd Book of Accounts.

In this regard, the ICTS would like to request the assistance of IT Officers to retrieve all documents related to the procurement of various equipment under DepEd Computerization Program (DCP) as follows:

a. Delivery Receipts;
b. Property Transfer Reports (PTR) if available; and
c. Inspection and Acceptance Reports (IAR)

Please submit the necessary documents on or before June 15, 2018.

A. For more information on these matter, please direct concerns to:

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