



Republic of the Philippines
Department of Education
Region XII
Schools Division Office of Tacurong City

11 February 2025

DIVISION MEMORANDUM

OSDS - 2025 - 018

DEPED COMPUTERIZATION PROJECT (DCP) ADOPTION TRAINING

To: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Elementary and Secondary School Heads

1. The Office of Undersecretary for Administration through the Information and Communications Technology Unit (ICTU) has conducted the National Training of Trainers (NTOT) for the DepEd Computerization Program (DCP). This program promotes the full utilization of DCP computer packages in public schools. Hence, a division-level rollout through the **Training of Teachers on the Microsoft Productivity Tools for DepEd Computerization Program Adoption** shall be conducted to all identified DCP Recipient schools for the full implementation and utilization on **March 12-14, 2025, within Tacurong City**. Specific venue will be announced in a separate memorandum.

2. The schools that received e-Learning Carts (eLC) shall nominate participants based on the packages received. Identified participants are required to prepare the Workplace Application Project (WAP) Plan and conduct learning action cell activities with the topics discussed during the training.

3. Please indicate the names and Polo shirt sizes of the allocated number of participants per school on the link provided: <https://link.depeditacurong.org/dcptraining> on or before February 14, 2025.

School	Pax	School	Pax	School	Pax
TNHS	3	SENHS	2	Elementary (1 per school)	25
VFGNHS	2	ASBNHS	2		
RMNHS	2	UKNHS	2		
SPNHS	2	ASIS	2		

4. Participants are also advised to bring their laptops and extension cords for the workshop.

5. The expenses relative to the conduct of this activity shall be charged against DCP Adoption Program Support Fund 2024 subject to the usual accounting and auditing rules and regulations.



Address: Alunan Highway, Poblacion, Tacurong City 9800
Telephone Numbers: (064)-562-4880; 0919-065-6425
Email: tacurong.city@deped.gov.ph
Website: depeditacurong.org



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6. Immediate dissemination and compliance to this Memorandum is desired.


GILDO G. MOSQUEDA, CEO VI
Schools Division Superintendent

Enclosure: None
Reference: None
Allotment: None

To be included in the Perpetual Index under the following Subjects:
TRAINING USERS

JML/OSDS/DM/ DCP NTOT 2025/11/2



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