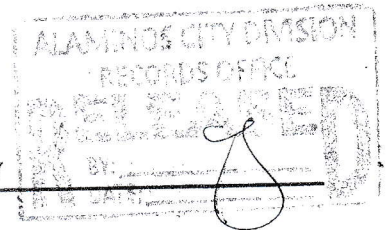




Republic of the Philippines  
**Department of Education**

Region I  
SCHOOLS DIVISION OFFICE OF ALAMINOS CITY



Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**  
**DM-2022-029**

TO : Assistant Schools Division Superintendent  
Chief, Curriculum Implementation Division (CID)  
Chief, School Governance and Operations Division (SGOD)  
Administrative Officer V  
School Head of Public Elementary and Secondary Schools

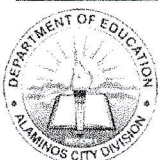
FROM : The Schools Division Superintendent

SUBJECT : **SCHOOL-BASED MONITORING COMMITTEE: ISSUANCE AND ACCOUNTABILITY OF PARENT/GUARDIAN FOR THE BORROWED ICT DEVICES AND OTHER RELATED MATTERS**

DATE : February 2, 2022

1. This is in reference to the OUA Memorandum No. 00-0122-0030 dated January 7, 2022, and Regional Memorandum No. 049, s. 2022, titled *Accountability of Parent/Guardian for the borrowed ICT Devices*.
2. As part of DepEd's Basic Education Learning Continuity Plan, provisions for technology-based support for learners, in terms of ICT equipment continue to be encouraged and made. This includes the procurement and distribution of ICT equipment such as laptops, tablets, and other ICT-related devices or equipment intended for distribution to schools. These shall be used solely for DepEd sanctioned educational purposes.
3. Consistent with DepEd OUA Memo No. 00-0720-0063, s. 2020 [Guidelines on the Use of Devices Borrowed by Learners], ICT devices are only intended to be lent to/borrowed by qualified learner-beneficiaries. They shall be duty-bound to return the ICT device to ensure its long-term viability and use by other qualified learner-beneficiaries. Return shall be made on a periodic basis to be determined by the Schools Division Office for an interval of no longer than every end of school semester.
4. A **School ICT Devices Management and Monitoring Team (ICT-MMT)** shall be formed for the distribution of tablets and ICT-related devices or equipment and in monitoring other related incidents or activities.

***With hundred reasons to serve!***



Address: San Jose Drive, Poblacion, Alaminos City, Pangasinan  
Telephone Number: (075) 205 - 0644  
Website: [depedalaminoscity.com](http://depedalaminoscity.com)  
Email Address: [alaminos.city@deped.gov.ph](mailto:alaminos.city@deped.gov.ph)





Republic of the Philippines  
**Department of Education**  
Region I

SCHOOLS DIVISION OFFICE OF ALAMINOS CITY

---

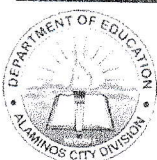
**Office of the Schools Division Superintendent**

5. The composition ICT-MMT and their functions are stated in the above-mentioned OUA Memorandum and can be downloaded using the following link:  
<https://bit.ly/SDOAC-ICT-MMT>
6. The Agreement Form to be accomplished by the parents/guardians are also in the link provided for reference and use.
7. For questions and concerns, please contact Mr. Carlo B. Agustin, Information Technology Officer I, through email at [carlo.agustin@deped.gov.ph](mailto:carlo.agustin@deped.gov.ph).
8. For information, guidance, compliance and appropriate action.

  
**LORNA G. BUGAYONG PhD, CESO V**  
*Schools Division Superintendent*

---

***With hundred reasons to serve!***



Address: San Jose Drive, Poblacion, Alaminos City, Pangasinan  
Telephone Number: (075) 205 - 0644  
Website: [depedalaminoscity.com](http://depedalaminoscity.com)  
Email Address: [alaminos.city@deped.gov.ph](mailto:alaminos.city@deped.gov.ph)

