



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

August 11, 2021

**REGIONAL MEMORANDUM**

No. **000444**, s. 2021

**ALLOCATION AND DISTRIBUTION OF LAPTOPS UNDER BAYANIHAN II FUNDS**

To: Regional Office Division Chiefs  
Schools Division Superintendents  
Chiefs, School Governance Operations Division  
All Others Concerned

1. Attached is OUA MEMO 00-0821-0062 Memorandum dated 09 August 2021 relative to the Allocation and Distribution of Laptops Under Bayanihan II Funds in the Department of Education.
2. The Regional Supply Officer will take charge of releasing the allocated units of the Schools Division Offices and is directed to strictly comply with the instructions provided in the said memorandum.
3. For information and guidance.

  
**MA. GEMMA MERCADO-LEDESMA**  
Regional Director

Enclosures: As stated

References: None

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

AD-AMS -MLFP



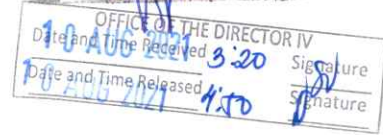


OUAAL00 0021-0062  
To authenticate this document  
please scan the QR Code

006022



Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
Tanggapan ng Pangalawang Kalihim



**OUA MEMO 00-0821-0062**  
**MEMORANDUM**  
09 August 2021

**For: Regional Directors  
Schools Division Superintendents**

**Subject: ALLOCATION AND DISTRIBUTION OF LAPTOPS  
UNDER BAYANIHAN II FUNDS**

The Department of Education (DepEd), through the Department of Budget and Management-Procurement Service (DBM-PS), has recently awarded the procurement of laptops from the Bayanihan II funds, and is now in the process of implementation and delivery. The laptops will be delivered by the supplier directly to the Regional Offices. The Regional Supply Officers will take charge of releasing the allocated units of the Schools Division Offices.

The laptops shall be distributed based on the following allocation:

- 115 laptops per Legislative District (refer to Annex B)
- 25 laptops per Regional Office (refer to Annex A)
- 15 laptops for small, 20 for medium, 25 for large, and 30 for very large Schools Division Offices (refer to Annex C)
- 1 laptop each per Implementing Unit, and District Office

The Regional Offices, through the Schools Division Offices, will identify final list of schools or teachers who will receive laptops for those that have been allocated and take charge of delivering the said laptops to the recipients.

**From the additional allocations of Division Offices**, the following are the mandatory recipients (refer to Annexes C and D):

1. Implementing Units (IUs)
2. Public Schools District Supervisors (PSDSes)

**From the allocation of Teachers in Legislative Districts**, the following are the mandatory recipients (refer to Annexes B and E):

1. Alternative Learning System (ALS) Mobile Teachers who have not received laptops from previous distribution/allocation undertaken from 2017 up to 2021
2. Schools with no DepEd Computerization Program (DCP) packages
3. Schools which need replacement units



**Office of the Undersecretary for Administration (OUA)**  
*[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRMMS), Bureau of Learner Support Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)]*  
Department of Education, Central Office, Meralco Avenue, Pasig City



Handwritten initials: *msd/08/21*

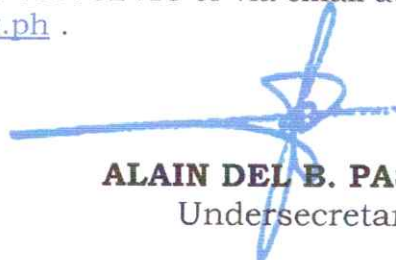

**From the allocation of Regional and Division Offices**, the following are the priority recipients (refer to Annex F), provided they have not received laptops in previous distribution/allocation undertaken from 2017 up to 2021, or if they did, the laptops issued to them are being used by other officials:

1. RDs, ARDs, SDSes, ASDSes
2. ESSD and SGOD Chiefs
3. Chief and Senior AOs
4. Plantilla and CoS Engineers and Architects
5. Sports Officers
6. YFD Coordinators
7. Health Personnel
8. ICT Staff
9. DRRM Coordinators
10. Planning Personnel
11. AOVs and AOIVs (AMD, Cash, Records, GSD)

The names of the recipient PSDSes, ALS Mobile Teachers, and Administration Strand Regional and Division Coordinators will later be submitted to the respective regions and divisions by the CO-based concerned offices for reference.

The Regional and Schools Division Offices may organize simultaneous unboxing and training of laptop use through online webinars or face-to-face sessions provided the required health protocols and social distancing are strictly observed. Legislators may be invited to give messages and be recognized for the Bayanihan II initiative.

For queries, please contact Engr. Ofelia L. Algo, ITO III of the ICTS-Technology Infrastructure Division (ICTS-TID) through +639088782413 or via email at [ofelia.algo@deped.gov.ph](mailto:ofelia.algo@deped.gov.ph) or [icts.tid@deped.gov.ph](mailto:icts.tid@deped.gov.ph) .

  
  
**ALAIN DEL B. PASCUA**  
Undersecretary



QUAD00-0021-0002  
To authenticate this document,  
please scan the QR Code

