



Republic of the Philippines
Department of Education

REGION IV- A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

29 October 2026

DIVISION MEMORANDUM
No. 719 s. 2026

**ORIENTATION ON THE DEPED COMPUTERIZATION PROGRAM – TRACKING,
REPORTING, ACCEPTANCE, COMPLIANCE, AND EVALUATION
SYSTEM (DCP-TRACES)**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public Elementary and Secondary Schools
Heads, Unit/Section
All Others Concerned

1. In reference to the **Memorandum Number – ICTS-OD-MEM-07066-T3-1**, titled Implementation of the **DepEd Computerization Program (DCP) Tracking, Reporting, Acceptance, Compliance, and Evaluation System (TRACES)**, dated July 06, 2026.
2. In preparation for the upcoming delivery of Laptops for Teaching, the Information and Communications Technology Service will conduct an online orientation on the utilization of the DCP – TRACES. The details of the orientation are as follows:
3. All concerned officials and personnel are requested to extend full cooperation and active participation to ensure the successful implementation and sustained used of DCP TRACES.

Date: **October 30, 2026 (Friday)**

Time: **10:00 a.m. to 12:00 p.m.**

Platform: <https://tinyurl.com/DCPTRACESL4TOrientation>

4. Immediate and widest dissemination of this Memorandum is desired.

For:

CELEDONIO B. BALDERAS JR.
Schools Division Superintendent

By:


EDWIN R. RODRIGUEZ
Chief Education Supervisor- CID
Officer-in-Charge

Encl.: As stated

References: Memorandum Number – ICTS-OD-MEM-07066-T3-1

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

DCP TRACES

SGOD- orientation on the deped computerization program-tracking, reporting, acceptance, compliance, and evaluation system (dcp-traces)
SUPP26G4-000617/October 29, 2026



Republic of the Philippines
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JOINT MEMORANDUM

FOR : **REGIONAL DIRECTORS**
SCHOOLS DIVISION SUPERINTENDENTS
REGIONAL AND DIVISION INFORMATION TECHNOLOGY OFFICERS
REGIONAL AND DIVISION SUPPLY OFFICERS
ALL OTHERS CONCERNED

FROM : **ENGR. FRANZ JOSEPH D. LIBAO, PECE**
Director IV, Information and Communications Technology Service

ATTY. JOSEPH CONRAD B. DE RAMA
Director IV, Administrative Service

SUBJECT : **ORIENTATION ON THE DEPED COMPUTERIZATION PROGRAM - TRACKING, REPORTING, ACCEPTANCE, COMPLIANCE, AND EVALUATION SYSTEM (DCP - TRACES)**

DATE : OCTOBER 26, 2026

1. In reference to the attached memorandum ICTS-OD-MEM-07066-T3-1, titled *Implementation of the DEPED Computerization Program (DCP) Tracking, Reporting, Acceptance, Compliance, and Evaluation System (TRACES)*, dated July 06, 2026.
2. In preparation for the upcoming delivery of Laptops for Teaching, the Information and Communications Technology Service will conduct an online orientation on the utilization of the DCP - TRACES. The details of the orientation are as follows:
 - 2.1. Date: October 30, 2026 (Friday)
 - 2.2. Time: 10:00 a.m. to 12:00 p.m.
 - 2.3. Platform: <https://tinyurl.com/DCPTRACESL4TOrientation>
3. All Regional Information Technology Officers (RITOs), Division Information Technology (DITOs), and Supply Officers are directed to attend this orientation to ensure the smooth deployment and implementation of the DCP Laptop for Teaching. All DITOs and Supply Officers shall subsequently cascade the orientation session to the School Heads, Property Custodians, School Administrative Officers and Project Development Officers within their respective Schools Division Offices.

4. All concerned officials and personnel are requested to extend full cooperation and active participation to ensure the successful implementation and sustained use of DCP TRACES.
5. For questions, clarifications, or other concerns, please contact Mr. Pius Jerome Tuazon of ICTS-TID via email at piusjerome.tuazon@deped.gov.ph
6. For information, guidance, and compliance.