



Republic of the Philippines  
Department of Education  
National Capital Region  
**DIVISION OF CITY SCHOOLS**  
City of Mandaluyong

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June 30, 2014

**MEMORANDUM**

**ICT INVENTORY REPORT USING E-TOOL (EXCEL FORMAT)**

**To: Assistant Schools Division Superintendent  
Education/District Supervisors  
Principal, Public Elementary and Secondary Schools**



1. The field is hereby reminded on the submission of **ICT Inventory Report using the excel format** on or before August 3, 2014. The said report must include all ICT infrastructure received from **DepEd Computerization Program (DCP)** and donations from **other stakeholders**.
2. All ICT coordinators are instructed to submit the said report through **Facebook DepEd Mandaluyong ICT Coordinators' Account**, c/o **Mrs. Marife V. Arias** use the prescribed excel format only.

Prompt dissemination and appropriate action of this memorandum is desired.

  
**EVANGELINE P. LADINES, CESO VI**  
Schools Division Superintendent