Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OFFICE OF ANGELES CITY

11 November 2026

DIVISION MEMORANDUM
No. 442, s. 2026

ONLINE ORIENTATION ON THE DEPED COMPUTERIZATION PROGRAM – TRACKING, REPORTING, ACCEPTANCE, COMPLIANCE, AND EVALUATION SYSTEM (DCP-TRACES) AND TEACHER ASSIGNMENT FOR LAPTOP ALLOCATION (TALA) SYSTEM

To: Public Schools District Supervisor
Public Elementary and Secondary School Heads
School Property Custodians
All Others Concerned

1. In line with the Department of Education's continuing efforts to strengthen the implementation, monitoring, and management of the DepEd Computerization Program (DCP), the Schools Division Office of Angeles City shall conduct an orientation on the **DepEd Computerization Program – Tracking, Reporting, Acceptance, Compliance, and Evaluation System (DCP-TRACES) and the Teacher Assignment for Laptop Allocation (TALA) System**.

2. This activity aims to capacitate school personnel on the proper utilization of these digital platforms to ensure accurate recording, monitoring, reporting, validation, and management of DCP equipment and the systematic identification and assignment of qualified teacher-beneficiaries under the Laptops for Teachers (L4T) initiative.

3. Specifically, the orientation aims to:

a. Familiarize participants with the features, functions, and procedures for accessing and navigating the DCP-TRACES and TALA systems;
b. Orient school personnel on the proper encoding, updating, validation, and submission of DCP equipment information, including delivery, acceptance, inventory, and compliance requirements;
c. Provide guidance on the procedures for identifying, validating, and assigning qualified teacher-beneficiaries under the L4T initiative through the TALA system;

d. Clarify the roles and responsibilities of School Heads and School Property Custodians in ensuring the accuracy, completeness, and integrity of submitted information;

e. Ensure compliance with the prescribed DepEd policies, guidelines, and timelines concerning DCP implementation and laptop allocation and;

f. Address concerns and provide technical assistance on the use of the two systems.

4. The orientation shall be conducted on **November 13, 2026,** from **9:00 AM – 11:00 AM, via MS Teams**. The participants in this activity are the Administrative Officer II/Property Custodian and Public-School Heads.

5. All participants are enjoined to ensure attendance and take responsibility for the accuracy, completeness, and timely submission of information required under the two systems.

6. Immediate dissemination of and compliance with this Memorandum is desired.

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Schools Division Superintendent

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

INFORMATION COMMUNICATION TECHNOLOGY

ORIENTATION

AVM/ICTU/November 11, 2026