



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

July 6, 2021

DIVISION MEMORANDUM

No. 230, s. 2021

**GUIDELINES ON THE DELIVERY, DISTRIBUTION, AND REGISTRATION
OF SIM CARDS FOR THE PROVISION OF CONNECTIVITY LOAD**

To: **OIC, Office of the Asst. Schools Division Superintendent**
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads, Public Elementary, Secondary and Integrated Schools
All Others Concerned

1. Please find attached OUA MEMO No. 00-0721-0015 dated July 1, 2021 titled **“GUIDELINES ON THE DELIVERY, DISTRIBUTION, AND REGISTRATION OF SIM CARDS FOR THE PROVISION OF CONNECTIVITY LOAD,”** which is self-explanatory.
2. The Division Supply Officer and School Property Custodians shall register all the sim cards through <https://depedconnect.com.ph/>.
3. A communal email with user ID depedcare@deped.gov.ph shall serve as a helpdesk/communication channel for the load recipients.
4. For inquiries and concerns on this subject, please contact depedcare@deped.gov.ph.
5. Immediate dissemination of this Memorandum is desired.


MIGUEL MAC D. APOSIN EdD., CESO V
Schools Division Superintendent

Enclosure: As stated

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

PROGRAM PROJECTS SCHOOLS TEACHERS

/FPJ





Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

OUA MEMO 00-0721-0015
MEMORANDUM
01 July 2021

For: Regional Directors
Schools Division Superintendents
Regional and Division Supply Officers
Regional and Division Information Technology Officers
All Others Concerned

Subject: GUIDELINES ON THE DELIVERY, DISTRIBUTION, AND
REGISTRATION OF SIM CARDS FOR THE PROVISION OF
CONNECTIVITY LOAD

To ensure ease in communication and unhampered delivery of services in the midst of COVID-19 pandemic, the Department of Education (DepEd) procured Smart Communications, Inc. sim cards and connectivity load for all of its teaching and non-teaching personnel.

In this regard, the Office of the Undersecretary for Administration (OUA) through the Information and Communications Technology Service – Technology Infrastructure Division (ICTS-TID) hereby issues the following guidelines on the delivery, distribution, and registration of sim cards for the provision of connectivity load.

1. The table below details the offices/officers responsible for releasing sim cards to identified recipients.

Issuing Authority	Recipient
Asset Management Division (AMD)	Central Office personnel
Regional Supply Officer	Regional Office (RO) personnel
Division Supply Officer	<ul style="list-style-type: none">• Schools Division Office (SDO) personnel• School Property Custodians (responsible for picking up sim cards at the SDO)
School Property Custodians	School personnel



Scan the QR Code to view
Videos and Magazines
of Major Programs



Office of the Undersecretary for Administration (OUA)

[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)]

Department of Education, Central Office, Meralco Avenue, Pasig City
Rm 519, Mabini Bldg; Mobile: +639260320762; Tel: (+632) 86337203, (+632) 86376207
Email: usec.admin@deped.gov.ph; Facebook/Twitter @depedtayo

2. Permanent, contractual and local government unit (LGU)-paid personnel who are working in DepEd schools and offices are allowed to receive sim cards.
3. The sim cards shall be delivered to ROs and SDOs between 05 July to 16 July 2021.
4. The identified issuing authority should release the sim cards to all teaching and non-teaching personnel by 23 July 2021.
5. The Supply Officers and School Property Custodians shall register all the sim cards through <https://depconnect.com.ph/> . All sim cards will be activated with an initial 34GB load on 30 June 2021, which will be usable for one year. Sim cards which are not registered on the website will not be loaded for the second month. Additional guidelines will be released for the provision of connectivity load in the succeeding months.
6. The release of a sim card to a DepEd employee shall be recorded following the procedures cited in Annexes A and B. For the Allocation per Region, please refer to Annex C.
7. A communal email with user ID depedcare@dep.gov.ph shall serve as a helpdesk/communication channel for the load recipients. Likewise, Smart Communications, Inc. and Curo Teknika will be sending SMS notices to load recipients using the name "DepEdCARE."
8. All sim cards that are not distributed to school and SDO personnel by the end of July 2021 should be returned to the Division Supply Officer for appropriate accounting. The same applies to the Regional Supply Officer for RO personnel.

For inquiries and concerns on this subject, please contact depedcare@dep.gov.ph .

For immediate and appropriate action.


ALAIN DEL B. PASCUA
Undersecretary



OUAC00-9721-0015
To authenticate this document
please scan the QR Code



Annex A

Sim Card Releasing Procedure



Annex C

Allocation per Region

Region	Recipients
Region I	54,837
Region II	39,395
Region III	101,616
Region IV-A	119,909
Region IV-B	38,742
Region V	77,182
Region VI	84,791
Region VII	82,920
Region VIII	61,354
Region IX	44,187
Region X	50,351
Region XI	51,786
Region XII	49,558
CARAGA	34,543
CAR	20,048
NCR	88,781
Grand Total	1,000,000

∞



DUACOR-0721-0015
To authenticate the document,
please scan the QR Code.

