



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



REGIONAL MEMORANDUM

ORD-2024-1087

October 16, 2024

TO : Schools Division Superintendents

**SUBMISSION OF STATUS / COMPLETION REPORT
ON THE FOUR CASCADED SYSTEMS**

1. On April 23 & 24, 2024, a final coaching on the four cascaded automated systems was held at the Conference Room of this Office attended by designated focal persons per Division.
2. In the same Memorandum, it was stated that after the training, the Division Offices are expected to utilize the systems. Also, based on the report of the consultant company, trainings/orientations were made to the Division Offices.
3. On August 21, 2024, a virtual meeting was held again with focal persons to thresh out issues and concerns. The use of the systems was also directed.
4. Also, a certificate of completion template based on the contract was issued to be utilized by Division Offices in its submission.
5. Accordingly, all Division Offices are hereby directed to submit a **status and completion reports** on the utilization of the four automated systems within **five (5) days** from receipt of this Memorandum. Attached is the recommended template for the Completion Report. The Division may prepare their own status report.
6. For compliance.


JOCELYN DR ANDAYA
Director IV



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Certificate No. PHP OMS
24 93 0193

CERTIFICATE OF COMPLETION

This is to certify that SOUTHERN CONVERGENCE TECHNOLOGIES CORPORATION completed its responsibilities in the *Contract for the Provision of Consultancy Services for the Expansion, Deployment, Technical Assistance and Capacity Building on the Prime Automation of DepEd NCR Contract No. AMP 2023-003* in the Division of _____

| Consultant's Responsibilities | Complie d | Not Complie d | Remarks |
|---|--------------|---------------------|---------|
| 1. The applications (PRIME DOTS, PRIME PMS, ISOSys, and OPDash) have been deployed with a unique URL or domain for the exclusive access of the SDO; | | | |
| 2. At least 51% of all the users have access using their own User ID and Password; | | | |
| 3. The system training, basic training, advance training and hands-on training have been conducted; and | | | |
| 4. All the training documents, hard and soft copies, training video recordings and users' manual have been delivered to the SDO. | | | |

The Division undertakes to utilize the above-mentioned automated systems/applications for their intended purpose.

Schools Division Superintendent

Issued this _____ 2024