



Republic of the Philippines
Department of Education
BUREAU OF LEARNING RESOURCES

Office of the Director

MEMORANDUM
BLR-2024-09-1923

FOR : **REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
CONCERNED SCHOOL HEADS
DIVISION SUPPLY OFFICERS**

FROM : **ARIZ DELSON ACAY D. CAWILAN**
Director IV
Bureau of Learning Resources

SUBJECT : **ADDENDUM IN THE GUIDELINES ON THE INSPECTION,
RECEIPT, DISTRIBUTION, UTILIZATION AND MONITORING
OF THE CENTRALLY PROCURED LAPTOPS AS ASSISTIVE
ELECTRONIC TOOL FOR LEARNERS WITH DISABILITIES
DELIVERED TO THE SCHOOLS DIVISION OFFICES IN 2024
DATED JULY 19, 2024**

DATE : **September 19, 2024**

The centrally procured 2,667 laptop units, Hewlett-Packard (HP), supplied by Advance Solutions Inc., as assistive electronic tools for learners with disabilities (LWDs), have been delivered to the Schools Division Offices since August 22, 2024. The joint memorandum on the utilization guidelines was issued on July 19, 2024.

However, an addendum to the guidelines is issued in relation to login credentials. Please be advised that when opening the laptop, target users are advised not to use the login credentials ASITSD but to use other suggested login credentials on the display screen.

On the other hand, this is to reiterate that the allocation of the laptops to the identified schools is based on the data of LWDs taken from the Learners Information Systems (LIS). **Utilization of laptops other than their intended purpose is strongly discouraged.**

For your guidance and appropriate action.

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