DIVISION MEMORANDUM
No 001, s. 2020

To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
District II Elementary and Secondary School Heads
ICT and LRC Coordinators
Public Schools

INSTALLATION OF THE SCIENCE AND TECHNOLOGY ACADEMIC-RESEARCH BASED OPENLY OPERATED KIOSKS (STARBOOKS) FOR DISTRICT II ELEMENTARY AND SECONDARY SCHOOLS OF MARIKINA CITY

1. Attached is the communication from Mr. Jose B. Patalinjug III, Regional Director, Department of Science and Technology, on the installation of STARBOOKS in District II schools of Marikina City, content of which are self-explanatory.

2. School ICT coordinators are requested to prepare one (1) host PC (system unit only) from the most recent DCP package and have it delivered to Concepcion Elementary School on or before January 15, 2020; retrieval is on January 20, 2020, 1:00 pm.

3. For other concerns, please call the Division ICTU office at 8275-2941.

4. Immediate dissemination of this Memorandum is desired.

SHERRY L. GAYOLA
Education Program Supervisor
Officer-In-Charge
Office of the Schools Division Superintendent

January 9, 2020
December 18, 2019

DR. SHERYLL T. GAYOLA  
Schools Division Superintendent  
Division of Marikina City  
Marikina City

Dear DR. GAYOLA,

This is in reference to the meeting last December 17, 2019 attended by DOST-NCR, DEPED-Marikina and Office of Congressman Stella Luz Quimbo of the 2nd District of Marikina City, in relation to the installation of Science and Technology Academic-Research Based Openly Operated Kiosks or STARBOOKS for schools in the 2nd District of Marikina City. As discussed during the meeting, below is the proposed schedule of activities.

<table>
<thead>
<tr>
<th>Activity</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Installation of STARBOOKS at the schools of 2nd District of Marikina City</td>
<td>January 16-17, 2020</td>
</tr>
<tr>
<td>Training of the representatives of schools of 2nd District of Marikina City</td>
<td>January 24, 2020</td>
</tr>
<tr>
<td>Launching and MOU Signing of STARBOOKS at the 2nd District of Marikina City</td>
<td>January 30, 2020</td>
</tr>
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</table>

DOST-NCR will install the program provided the schools will ensure the availability of hardware with the following specifications:

<table>
<thead>
<tr>
<th>Parts</th>
<th>Minimum</th>
<th>Recommended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Processor</td>
<td>Intel Core i3</td>
<td>Intel Core i5 or higher</td>
</tr>
<tr>
<td>Memory</td>
<td>4GB</td>
<td>8GB</td>
</tr>
<tr>
<td>Hard Drive</td>
<td>7200rpm SATA</td>
<td>2TB 7200rpm SATA</td>
</tr>
<tr>
<td>Video Card</td>
<td>Built-in will do</td>
<td>2GB DDR3 128bit</td>
</tr>
<tr>
<td>Motherboard</td>
<td>Highest compatible with Processor, RAM and Video Card</td>
<td></td>
</tr>
<tr>
<td>Power Supply</td>
<td>ATX 600W PSU</td>
<td></td>
</tr>
</tbody>
</table>

We would also like to request that the computers where STARBOOKS will be installed be brought to the Concepcion Elementary School, the venue agreed upon for the installation activity, before the specified date of installation. Please also accomplish the attached Partner Institution Profile Form for each school. Likewise, as discussed during our meeting, attached is the Memorandum of Understanding to be signed during the launching for your review.

Our staff Michael Lark Latoja and Nicholas Zapanta will be coordinating with you regarding this matter. They may also be reached at the following mobile numbers 09174136593 (Michael Lark A. Latoja) or 09158835864 (Nicholas Zapanta) or through email at do靳er.starbooks@gmail.com if you have questions of clarifications.

Thank you.

Very truly yours,

JOSE B. PATALINJUG III  
Regional Director

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General Santos Avenue, Bicutan, Taguig City

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Telex No.: 837-2071 to 82 Lec.2017-2019  
E-mail: ncr@dost.gov.ph
26 December 2019

MS. SHERYLL T. GAYOLA
School District Superintendent
Office of the Schools Division Superintendent
Department of Education – Marikina
191 Shoe Ave., Sta. Elena St., Marikina City

Re: Installation of STARBOOKS in the Public Schools in the Second District of Marikina City

Dear SDS Gayola:

Warm greetings!

I wish to respectfully inform you that, through our coordination with the Department of Science and Technology (DOST), our request for the installation of Science and Technology Academic-Research Based Openly Operated Kiosks (STARBOOKS) to the public schools in the Second District of Marikina City has been approved.

The installation of STARBOOKS aims to equip our public schools with relevant and up-to-date science and technology information and resources for the academic needs of our teachers and students.

In view of the foregoing, attached is the letter from the DOST regarding the following proposed schedule of activities related to the said project:

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Trunkline: +632.9315001 local 7348
repsstellaquimbo@gmail.com
https://www.facebook.com/TeacherStellaQuimbo/
The aforementioned schedule was also consulted and agreed upon during a meeting with representatives from my office and the DOST NCR, and Mr. Ryan Lee Regencia of DepEd Marikina.

We are also attaching the draft copy of the Memorandum of Understanding for your further review.

I hope for your favorable consideration regarding said matter.

Thank you.

Very truly yours,

STELLA LUZ A. QUIMBO