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Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

OUA MEMO 00-0720-0052
MEMORANDUM
15 July 2020

For: **Regional Directors**
Regional IT Officers
Schools Division Superintendents
Division IT Officers

Subject: **REQUEST FOR ASSISTANCE DURING THE**
DITO TELECOMMUNITY CORPORATION,
HUAWEI TECHNOLOGIES PHILIPPINES, INC.,
ZTE PHILIPPINES, INC., ALT GLOBAL, AND
HXPT PHILIPPINES, INC. TECHNICAL SITE SURVEYS

The Office of the Undersecretary for Administration (OUA) in partnership with DITO Telecommunity Corporation, Huawei Technologies Philippines, Inc., ZTE Philippines, Inc., ALT Global, and HXPT Philippines, Inc. will be conducting Technical Site Survey with details below:

1. Site Location

- a. Determine the most appropriate location for equipment and antenna systems on the building and/or lot side.

2. Access

- a. Check the easiest site access route for equipment deliveries, installation, and maintenance activities.
- b. If the proposed location is on a rooftop, check the status and routes for rooftop access.

3. Site Details and Data Gathering

- a. Determine the complete site address for implementation team's reference.
- b. Get the accurate site coordinates (longitude/latitude) for planning and implementation purposes.
- c. Verify and check the best location for equipment and antenna systems.
- d. Determine the measurement of possible lease area which is



Office of the Undersecretary for Administration (OUA)

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

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- required in the lease agreement.
- e. Check the power supply status if it is sufficient or will require a power upgrade based on the given requirements.
 - f. Check for the transmission information and telecommunication infrastructure capacity of the building (i.e., fiber and/or copper cables), cable routes, and access points for the equipment.
 - g. Record the site contact name and phone number for further coordination.

4. Documentation

- a. Take photos of the building and lot site which will be used as reference for the proposed equipment location and antenna systems.
- b. Get 360-degree panoramic views for planning purposes.
- c. Get photos of site access road to the main road for the implementation team.
- d. Determine the location of available power supply and check if there is a need to upgrade this based on the given power requirements.
- e. Determine the cable routes for the fiber cable connections on site.



5. Soil Boring Test / Structural Investigation

The Technical Site Surveys are scheduled to be conducted on **07 July 2020 to 31 December 2020** from **8:00 AM to 6:00 PM**. The aforementioned partners have provided the names and contact numbers of their authorized personnel involved in the survey. A **complete** list of schools included in the survey is attached for your reference.

As such, school principals, heads, and teachers-in-charge are hereby enjoined to provide access and to allow the authorized personnel inside DepEd facilities and provide them with the necessary assistance for them to complete the Technical Site Surveys.

For any inquiries, please contact **Engr. Edwin Dimanlig** of **DITO Telecommunity Corporation** via **mobile 0917-777-7009** and **email edwin.dimanlig@dito.ph** .

For immediate and appropriate action.



ALAIN DEL B. PASCUA
Undersecretary



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