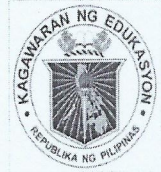




Republic of the Philippines  
Department of Education  
Region VII, Central Visayas  
DIVISION OF CITY SCHOOLS – TAGBILARAN CITY  
City of Tagbilaran



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**MEMORANDUM**

**TO :** All Public School Heads (Elementary & Secondary Schools)  
IT Coordinators Concerned

**SUBJECT:** Submission of DsMEA Data Reports for January to February 2016


**DATE :** February 18, 2016

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To guide our Division as to the over-all accomplishment of the school based on standard criteria indicators whether the school has really performed its function based on our Agency's (DepEd) Mandates, you are hereby directed to submit your SMEA report based on the desired template previously given for the period January to February 2016. Submit hard & soft copies to **Mr. Artemio B. Alo**, School Governance & Operation Division Personnel and **Mrs. Aurelia Clamonte**, Curriculum Implementation Division not later than **February 23, 2016** as this will still be consolidated for final reporting.

For soft copies of the report, send it via e-mail to [Artembalo@yahoo.com](mailto:Artembalo@yahoo.com) and copy furnished to [auclamonte@yahoo.com](mailto:auclamonte@yahoo.com).

Strict compliance to this Memorandum is desired.

  
**VIRGINIA C. ZAPANTA, Ed.D., CESO V**  
Schools Division Superintendent