



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



June 10, 2019

DIVISION MEMORANDUM  
No. 250 s. 2019

**ISSUANCE OF SCHOOL ID FOR SCHOOL YEAR 2019-2020**

To: All Section Chiefs, Education Program Supervisors  
Public and Private Elementary and Secondary School Principals  
All Others Concerned:

1. This office hereby disseminates Regional Memorandum No. 0307 s. 2019, dated June 7, 2019 entitled **Issuance of School ID for School Year 2019-2020**, directing newly established schools to comply with the requirements for issuance of School ID upon the start of its operation for this school year.
2. The requirements for the request are as follows:
  - a. Must be a newly established school
  - b. Copy of government authority allowing operation for SY 2019-2020
  - c. Accomplished applicable form as attached in this Memorandum
3. Forms may be downloaded from this link: <http://tiny.cc/sirf2019>
4. Acceptance period shall start from June 1, 2019 until August 31, 2019. Issuance of School ID shall commence on June 15, 2019 up to August 31, 2019.
5. For immediate dissemination and strict compliance.

  
**NERI C. OJASTRO Ed D, CESE**  
Asst Schools Division Superintendent  
OIC-Office of the Schools Division Superintendent *scu*



Republic of the Philippines  
**Department of Education**  
Region VII, Central Visayas

Policy, Planning, and Research Division

JUN 07 2019


**REGIONAL MEMORANDUM**

No. **307**, s. 2019

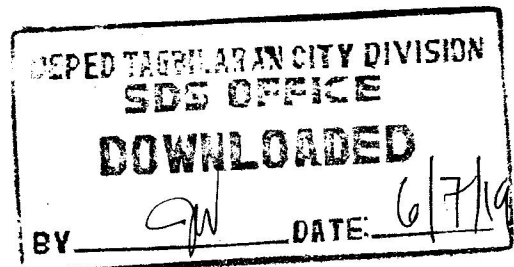
**ISSUANCE OF SCHOOL ID FOR SCHOOL YEAR 2019-2020**

To : Schools Division/City Superintendents

1. This Office is now accepting requests for the issuance of School ID for newly established schools which shall commence its operation for School Year 2019-2020.
2. Requirements for the request are as follows:
  - a. Must be a newly established school
  - b. Copy of government authority allowing operation for SY 2019-2020
  - c. Accomplished applicable form as attached in this Memorandum
3. Forms may be download from this link: <http://tiny.cc/sirf2019>
4. Acceptance period shall start from June 1, 2019 up until August 31, 2019. Issuance of School ID shall commence June 15, 2019 until August 31, 2019.
5. For immediate dissemination and strict compliance.

  
SALUSTIANO T. JIMENEZ, CESO V  
Director III, Assistant Regional Director

JAJ/SIJ/MCB/ecop  
JED



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Office of the Assistant Director (OARD), Tel. Nos.: (032) 255-4542  
Administrative Service Division (ASD), Tel. Nos.: 414-7326, 414-4367, 414-7322; 414-4367  
Education Support Services Division (ESSD), Tel. Nos.: (032) 254-7062  
Curriculum Learning Management Division (CLMD), Tel. Nos.: (032) 414-7323

Field Technical Assistance Division (FTAD), Tel. Nos.: (032) 414-7324  
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