



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



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August 23, 2019

Division Memorandum

No. 408 s. 2019

DEPED PARTNERSHIP DATABASE SYSTEM (DPDS) ORIENTATION

To: Public Elementary and Secondary School Heads, Asst. School Principals
Head Teachers, School SBM Coordinators/ SGC School Coordinator
All others concerned

1. The Department of Education as its initiative grows and engages partners from various sectors, is looking for a way to measure partnership engagement. There is a need for a database that will give the statistics of the extent of support our stakeholders were extending. This is to quantify partners' participation in a collective endeavor from the schools to the Division to the Region and to the Central Office.
2. This realization inspired the External Partnership Services (EPS) to create a database system that aims to capacitate all partnership Focal Persons in the Division and in the Region to have uniform understanding and reporting system. The DepEd Partnership Database System (DPDS) was created as the official reporting system in all schools in the Department.
3. Tagbilaran City Division in its effort to cascade learnings of the DPDS will be conducting a Division -wide orientation on **September 12, 2019, Reyna's Haven and Garden**. DPDS will serve as the official reportorial system of the Schools Division to the ESSD Quarterly Partnership Report of DepEd Region 7.
4. At the end of the session, participants were able to:
 - a) access their DPDS username and password and downloaded their excel template for report preparation;
 - b) manipulate to upload the excel format report to the DPDS Portal using the desired filename; and
 - c) comply the quarterly partnership report on or before the 3rd Friday of each quarter.
5. Each school will have 2 participants namely: School Heads and Adopt-a-School Coordinator of the 24 public schools in Tagbilaran City. Said participants are required to bring the following:
 - a. one laptop per school;
 - b. extension wires; and

- b. the list of donors with corresponding amount of donation from the period effective January to September 2019, and all donations under MOA that are still ongoing.
6. Expenses relative to and in the conduct of this DepEd Partnership Database System (DPDS) Orientation shall be chargeable to Division HRDD funds subject to the usual auditing rules and regulations.
7. Wide dissemination and compliance of this memorandum is desired.



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OIC, Office of the Schools Division Superintendent

