



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Division of City Schools – City of Tagbilaran

**Office of the Schools
Division Superintendent**

DIVISION MEMORANDUM

No. **098**, s. 2020

DIVISIONWIDE CHECKING OF SCHOOL FORMS SY 2019-2020

**To: All Division Chiefs, Education Program Supervisors
SGOD Personnel, Public Elementary and Secondary School Principals
Teachers and All others concerned**

1. In preparation for the Division wide checking of school forms for SY 2019-2020, DepEd City Schools Division is directing all school principals to disseminate to all teachers concerned the accomplishment of school forms 1, 2, 3, 4, 5, 9, and 10 while they are on home quarantine.
2. Teachers concerned are advised to accomplish these forms online or home based.
3. The City Division Wide Checking of all forms will be done right after the enforcement of community quarantine.
4. For your guidance and compliance.
5. Immediate and wide dissemination of this Memorandum is highly desired.


JOSEPH IRWIN A. LAGURA, PhD
Schools Division Superintendent



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