

# Republic of the Philippines Department of Education REGION VI – WESTERN VISAYAS SCHOOLS DIVISION OF CAPIZ

November 18, 2024

DIVISION MEMORANDUM

No. 7 28, s. 2024

## CONDUCT OF ONLINE SURVEY FOR THE REVIEW OF SCHOOL FORMS AND REPORTS

To: OIC, Office of the Assistant Schools Division Superintendent Chief Education Program Supervisors, SGOD & CID Public Schools District Supervisors Heads of Public Elementary, Secondary and Integrated Schools All Others Concerned

- 1. Attached is Memorandum DM-OUHROD-2024-2246 dated November 12, 2024 titled Conduct of Online Survey for the Review of School Forms and Reports.
- 2. Immediate dissemination of this Memorandum is desired.

MIGUEL MAC D. APOSIN EdD, CESO V Schools Division Superintendent

Enclosure: None Reference: None

To be indicated in the <u>Perpetual Index</u>
Under the following subject

SURVEY

**SCHOOLS** 







Address: Banica, Roxas City Contact Number: (036) 620 2371 Email Address: capiz@deped.gov.ph Website: http://depedcapiz.ph



#### Republika ng Pilipinas

## Department of Education

## OFFICE OF THE UNDERSECRETARY **HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT**

## MEMORANDUM DM-OUHROD-2024-2246

FOR

: ALL REGIONAL DIRECTORS

ALL CONCERNED SCHOOLS DIVISION SUPERINTENDENTS

ALL CONCERNED SCHOOL HEADS

FROM

WILFREDO E. CABRAL

Undersecretary

Human Resource and Organizational Development

SUBJECT

: CONDUCT OF ONLINE SURVEY FOR THE REVIEW OF SCHOOL

FORMS AND REPORTS

DATE

: November 12, 2024

The Department of Education (DepEd) has been steadfast in undertaking reforms that aim to cultivate a work environment that supports quality education while putting premium to the welfare of its people. In support of this, a task force has been created under DepEd Memorandum No. 037, s. 2024 to review teachers' workload, particularly school forms and reports accomplished by teachers and non-teaching personnel.

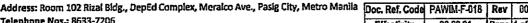
As part of the data-gathering activities of the Task Force, an online survey will be conducted to (a) validate the initial inventory of school forms and reports, and (b) identify any additional forms and reports not captured in the initial inventory. In answering the online survey, the following shall be observed:

- 1. Only the identified schools must answer the survey. The list of participating schools per Region can be accessed through bit.ly/SFTeacherSurvey-Schools.
- 2. The Online Survey must be accomplished by the School Head. However, the answers or needed information regarding the accomplishment of each school form should be consulted/coordinated with the teachers.
- 3. Access the online survey at bit.ly/SFTeacherSurvey from November 12-19, 2024.

Regional Offices (RO) and Schools Division Offices (SDOs) shall assign one (1) focal person to oversee compliance of schools and coordinate with the Central Office for any issues or updates. Designated personnel from ROs and SDOs are asked to provide their details at bit.ly/SFTeacherSurvey-Focal.







Effectivity 09.20.21



Websiter https://www.dened.ami.nh

Should there be further concerns/questions, please coordinate with the BHROD-SED via email at <u>bhrod.sed@deped.gov.ph</u> or through landline number: (02) 8633-5397.

For your appropriate action.

cc: Office of the Secretary