



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



29 November 2024

DIVISION MEMORANDUM
DM No. 1046, s. 2024

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

To: Assistant Schools Division Superintendents
Division Chiefs
Section/Unit Heads
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned

1. Attached is Regional Memorandum No. 839 and 844, s. 2024, titled "Conduct of Online Survey for the Review of School Forms and Reports", for your guidance and reference.
2. Immediate dissemination of this Memorandum is desired.

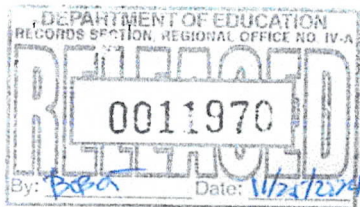

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

cid-ims/lsw/dmbd/11/29/2024

DEPEDQUEZON-TM-SDS-04-009-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164,
(042) 784-0391, (042) 784-0321



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON




20 November 2024

Regional Memorandum
No.839 s.2024

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

To **Assistant Regional Director**
Schools Division Superintendents
Concerned School Heads

1. In reference to **DM-OUHROD-2024-2246**, an **online survey** will be conducted to validate the initial inventory of school forms and reports and identify any additional forms and reports not captured in the initial inventory. This activity is aligned with the mandate of DepEd Memo No. 037, s. 2024 aims to review teachers' workload, particularly school forms, and reports accomplished by teachers and non-teaching personnel.
2. In answering the online survey, the following must be considered:
 1. Only the identified schools per SDO on the attached list must answer the survey.
 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 teachers.
 3. Access the online survey at **bit.ly/SFTeacherSurvey** from November 12-19, 2024.
3. For other questions, please coordinate with the BHROD-SED via email at **bhrod.sed@deped.gov.ph** or through landline number (02) 8633-5397 or refer to the attached copy of **DM-OUHROD-2024-2246**.
4. Immediate and wide dissemination of this Memorandum is earnestly desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

07/ROP2/ROP1



Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone No.: 02-8682-2114 local 470-471
Email Address: **region4a@deped.gov.ph**
Website: **depedcalabarzon.ph**



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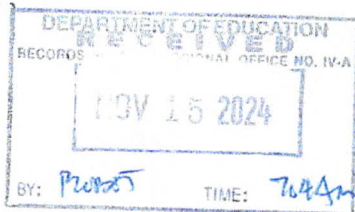
List of Schools to Accomplishment School Forms Survey

SDO	School ID	Name of the School
Antipolo City	301425	San Roque NHS
Antipolo City	109319	Bagong Nayan I ES
Antipolo City	109342	Sta. Cruz ES
Bacoor City	107878	Bayanan ES
Batangas	301122	Malvar School of Arts and Trade
Batangas	342204	Placido T. Amo SHS
Batangas	342209	Balayan SHS
Batangas	107400	Bukal ES
Batangas	305472	Lumangbayan Integrated NHS
Batangas	107792	Mapulo ES
Batangas	107668	Alalum ES
Batangas	301148	Sta. Monica NHS
Batangas	301131	Palakpak Integrated NHS
Batangas	501541	Sampa-Pacifico IS (K TO 12)
Batangas	107350	Tomasa C. Pasia Memorial School
Batangas	307729	Aplaya NHS
Batangas	107673	Kaingin ES
Cabuyao City	108249	Pulo ES
Cabuyao City	108250	Sala ES
Dasmarinas City	107923	Pintong Gubat ES
Dasmarinas City	107921	Dr. J. P. Rizal ES (Dasmarinas BBES A-1)
Dasmarinas City	107915	Bautista ES
Dasmarinas City	107911	Sabang ES
Laguna	108326	Lewin ES
Lucena City	109725	San Lorenzo ES
Lucena City	308505	Mayao Parada Agricultural Integrated High School
Quezon	109017	Plaridel CS
Quezon	109122	Don Juan Vercelos ES
Quezon	301285	Amontay NHS
Quezon	108780	Alitas ES
Quezon	109270	Cabatang ES
Quezon	109164	Manuel L. Quezon ES
Quezon	109159	Balubal ES
Quezon	301359	Nabangka NHS
Quezon	109209	Magsaysay ES
Quezon	108704	Catablingan ES
Quezon	109205	Kinatakutan ES
Quezon	109170	Talaan ES



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Quezon	109142	Calwit ES
Quezon	108569	Rizal ES
Quezon	108903	Cagbalete I ES
Quezon	109081	Pang-alaalang Paaralang A. S. Dayo (Bataan ES)
Quezon	108732	Danlagan ES
Quezon	108945	Binagbag ES
Quezon	502059	Villa Ibaba IS
Quezon	109018	Tanauan ES
Quezon	109084	Caldong Resettlement ES
Quezon	301354	Malaya NHS
Quezon	108914	Rosario ES
Quezon	501265	Severo Tejada IS
Rizal	301469	Vicente Madrigal NHS
Rizal	301452	Morong NHS
Rizal	109532	Sitio Tapayan ES
Rizal	109482	Banaba ES
Rizal	109398	Francisco P. Felix ES
Sta. Rosa City	301227	Balibago Integrated High School



Records-UM01-2024-1000

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.



Address: Room 102 Rizal Bldg., DepEd Complex, Meralco Ave., Pasig City, Metro Manila
Telephone Nos.: 8633-7206
Email Address: usec.hrod@depd.gov.ph
Website: <https://www.dep.gov.ph>

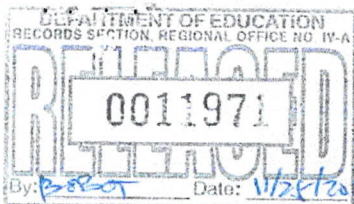
Doc. Ref. Code	PAWIM-F-018	Rev	00
Effectivity	09.20.21	Page	1 of 2



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

For your appropriate action.

cc: Office of the Secretary



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REGION IV-A CALABARZON



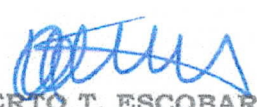
22 November 2024

Regional Memorandum
No. 844, s. 2024

ADDENDUM TO REGIONAL MEMO NO. 839, s. 2024

To **Assistant Regional Director**
Schools Division Superintendents
Concerned School Heads

1. Relative to **RM No. 839, s. 2024**, titled **Conduct of Online Survey for the Review of School Forms and Reports**, all Schools Division Offices (SDOs) shall assign one (1) focal person to monitor the schools' compliance with **DM-OUHROD-2024-2246** and coordinate with the Central Office for issues or updates.
2. All SDOs are requested to fill out the necessary details in the spreadsheet provided at <https://tinyurl.com/Online-Survey-Review-of-Forms>.
3. Designated focal persons are asked to provide their details at bit.ly/SFTeacherSurvey-Focal.
4. All other provisions in the memorandum are still in effect.
5. For other questions, please coordinate with the BHROD-SED via email at bhrod.sed@deped.gov.ph or through landline number (02) 8633-5397.
6. Immediate and wide dissemination of this Memorandum is earnestly desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

07/ROP2/ROP1



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