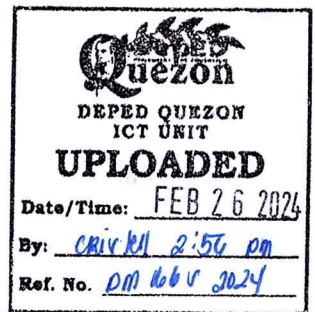




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



22 February 2024

DIVISION MEMORANDUM

DM No. 166, s. 2024

DEPARTMENT OF EDUCATION SCHOOLS REPOSITORY FORM

To: Assistant Schools Division Superintendents
Division Chiefs
Public Schools District Supervisors
Private and Public Secondary School Heads
All Others Concerned

1. In line with Office Memorandum OO-OSEC-2024-003 signed by Vice President and DepEd Secretary Sara Z. Duterte regarding the DEPARTMENT OF EDUCATION SCHOOLS REPOSITORY FORM, school heads are advised to submit the DepEd Schools Repository Form (DSRF) on or before **March 31, 2024**.
2. Please see attached for the link and instructions.


ROMMEL C. BAUTISTA, CESO y
Schools Division Superintendent


Parmjd/f02/22/2024

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

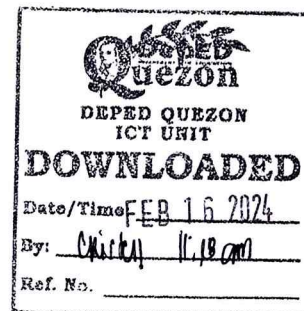
 DepEdTayoQuezon

 www.depedquezon.com.ph

 quezon@deped.gov.ph



Republic of the Philippines
Department of Education



FEB 15 2024

OFFICE MEMORANDUM
OO-OSEC-2024-003

To: Regional Directors
Assistant Regional Directors
Schools Division Superintendents
Public School Heads
All Others Concerned

DEPARTMENT OF EDUCATION SCHOOLS REPOSITORY FORM

1. The Department of Education (DepEd), through the Office of the Secretary, mandates the creation of an updated and accurate record of the basic profile of all public schools nationwide. As such, the Department is introducing the **DepEd Schools Repository Form (DSRF)**.

2. All DepEd public schools in the country are required to submit their respective DSRF form and file information on its basic profile, classroom condition, and basic facilities.

3. **To ensure the accuracy of the information to be submitted and establish accountability, only the school principals/school head/teacher-in-charge of each school shall accomplish and submit the DSRF.**

4. Each region is designated with their exclusive DSRF form that may only be used by schools under their jurisdiction.

5. The DSRFs may be accessed through the following links:

- | | |
|-------------------------------------|---|
| a. Region I | - https://bit.ly/Region1_DSRF |
| b. Region II | - https://bit.ly/Region2_DSRF |
| c. Region III | - https://bit.ly/Region3_DSRF |
| d. Region IV-A | - https://bit.ly/Region4A_DSRF |
| e. Region IV-B | - https://bit.ly/Region4B_DSRF |
| f. Region V | - https://bit.ly/Region5_DSRF |
| g. Region VI | - https://bit.ly/Region6_DSRF |
| h. Region VII | - https://bit.ly/Region7_DSRF |
| i. Region VIII | - https://bit.ly/Region8_DSRF |
| j. Region IX | - https://bit.ly/Region9_DSRF |
| k. Region X | - https://bit.ly/Region10_DSRF |
| l. Region XI | - https://bit.ly/Region11_DSRF |
| m. Region XII | - https://bit.ly/Region12_DSRF |
| n. Region XIII | - https://bit.ly/Region13_DSRF |
| o. Cordillera Administrative Region | - https://bit.ly/CAR_DSRF |

p. National Capital Region - https://bit.ly/NCR_DSRF

6. Consequently, all regional directors and schools division superintendents are mandated to provide the necessary assistance to schools under their jurisdiction relative to the accomplishment of the DSRF.
7. All schools shall submit their DSRF no later than **March 31, 2024**.
8. For more information, please contact **Ms. Patricia Morales** of the **Office of the Secretary** through email at osec@deped.gov.ph or at telephone number (02) 8637-5948.
9. Immediate dissemination of this Memorandum is desired.


SARA Z. DUTERTE
Vice President of the Republic of the Philippines
Secretary of the Department of Education

JDMC,APA, MPC, OM DepEd Schools Repository Form
0059 - February 15, 2024

