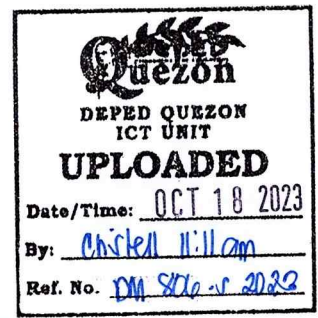




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



13 October 2023

**DIVISION MEMORANDUM**  
**DM No. 806, s. 2023**

**REITERATION ON THE USE OF SCHOOL FORM 9/10 INSTEAD OF F138/137**

**To:** Assistant Schools Division Superintendents  
Division Chiefs  
Public School Heads  
All Others Concerned

1. In accordance with DepEd Order No. 58, s. 2017, this office advises all School Heads to discontinue the use of the names/labels "Form 138" and "F137" in favor of "School Form 9" and "School Form 10," except for those pre-existing completed forms that existed prior to the implementation or as prescribed in the said Memorandum. This change is intended to prevent confusion among institutions that require these documents.
2. Non-compliance with these guidelines will result in the matter being reported to the Central Office.
3. Immediate dissemination of and strict compliance with this Memorandum is desired.

  
**ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent 

Parmjdf10/13/2023

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