



Department of Education
Region III

DIVISION OF PAMPANGA

High School Blvd., Brgy. Lourdes, City of San Fernando, Pampanga, 2000
Website: www.depedpampanga.com | Email: pampanga@deped.gov.ph
Tel.: (045) 435-7404 | Fax: (045) 435-2728



Division Memorandum No. 209s. 2018

TO: **Secondary School Heads**

FROM: **The Office of the Schools Division Superintendent**

SUBJECT: **Fixed Dates on the Submission of Pertinent Data and Reports on Senior High School**

Date: **May 25, 2018**

- Pertinent data and reports are essential input in assessing, measuring and evaluating our current processes, and on time submission of your outputs will result to easy, fast and reliable interpretation, analysis and consolidation of received reports.
- In view of this, the Schools Division Office releases this Fixed Dates on the Submission of Pertinent data and Reports to achieve the following objectives:
 - Minimize backlog submission of Division Consolidated Reports to the Regional Office;
 - Present valid and reliable data in the field; and
 - Increase Quality, Efficiency and Timeliness.
- To ensure the preparedness of the Division, the following dates will be fixed:

Title of the Report	Date of Submission	References
Class Program First Semester Permit to Study Permit to Teach	Second Week of June 2018	Division Memorandum 186, Series of 2018
Application for the SHS Implementation for the School year 2019-2020	July 2018	DepEd Order 51, Series of 2015
Application for the SHS Additional Track/ Strand/ Specialization for the School year 2019-2020	July 2018	DepEd Order 51, Series of 2015
Submission of Input Assessment	October 2018	DepED3-QAD-MET-039
Class Program for Second Semester	Second Week of November 2018	Division Memorandum 186, Series of 2018
Career Guidance Program Module 1-4	November 2018	DepEd Memorandum 165, Series of 2017
Career Guidance Program Module 5-8	April 2019	DepEd Memorandum 165, Series of 2017
MOV for Work Immersion	Last Week of February 2019	DepEd Order 30, Series of 2017
Monitoring and Evaluation Tool for Public and Private Senior High Schools	First Week of March 2018	DepEd 40, Series of 2015

- All queries may be addressed to Mr. Wesly M. Tayag, Division Senior High School Focal Person (963-1070).
- Immediate dissemination of the Memorandum to all concerned is highly desired.


LEONARDO D. ZAPANTA, Ed. D., CESO VI
Schools Division Superintendent