



Republic of the Philippines
Department of Education
Region X
DIVISION OF MISAMIS ORIENTAL
Velez St., Cagayan de Oro City



DIVISION MEMORANDUM

No. 224, s., 2016

TO : PUBLIC SCHOOL DISTRICT SUPERVISORS
ALL ELEMENTARY, SECONDARY & SHS SCHOOL HEADS
ALL OTHERS CONCERNED
THIS DIVISION


From : **CHERRY MAE L. LIMBACO, Ph.D., CESO V**
Schools Division Superintendent

Date : June 2, 2016

Subject : **SUBMISSION OF DISTRICT CONSOLIDATED NUMBER OF
VOLUNTEERS, GENERATED RESOURCES AND ADOPT-A-SCHOOL REPORT
TO THE DIVISION OFFICE (IN AN EXCEL FORMAT)**

The field is hereby reminded of the submission of Brigada Eskwela forms (number of volunteers and generated resources) and other Adopt-a-School documents on the following schedules:

1. June 20, 2016 - Submission of **number of volunteers and generated resources** to the District. To be complied by all schools in an **excel format**. (Please refer to downloadables under forms)
2. June 24, 2016 - Submission of **District Consolidated report** for number of volunteers and generated resources to the **Division Office** thru vevian.tuason@deped.gov.ph (Still in an Excel Form)
3. June 25, 2016 – Submission of **hard copy documents (packaging)** of participating entries/ contestants for BE Best Implementing School 2016
4. July 2, 2016 - Deadline for the submission of **quarterly ASP report in an Excel Format** to vevian.tuason@deped.gov.ph. This report will be submitted to the Region then to the Central Office (All Elementary, Secondary and Senior High schools are required to comply).

For your guidance and compliance

CLL/sgod/vtt