



Republic of the Philippines  
Department of Education  
Region X  
**DIVISION OF MISAMIS ORIENTAL**  
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DIVISION MEMORANDUM

No. 395 s., 2016

TO: Public Schools District Supervisors  
Elementary School Heads  
Kindergarten Teachers

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

SUBJECT: **PREPARATION OF KINDERGARTEN DAILY LESSON LOG (DLL)**

DATE: September 2, 2016

1. In response to DepEd Order No. 42, s. 2016 entitled Policy Guidelines on the Daily Lesson Log Preparation for the K to 12 Basic Education Program, teachers with the teaching experience of one (1) year and above and with Performance Rating of Very Satisfactory and Outstanding (based on IPCRF) are required to prepare Daily Lesson Log (DLL).
2. In this connection, this Office encourages the kindergarten teachers from the districts listed hereunder to develop the Daily Lesson Log:
  - a. Weeks 1-10: Alubijid District
  - b. Weeks 11-20: Balingasag District
  - c. Weeks 21-30: Salay District
  - d. Weeks 31-40: Jasaan District
3. The Daily Lesson Log serves as a guide in which the procedure can be enhanced or revised and this will be used by the teachers throughout the Division starting October 3, 2016 onwards.
4. Meanwhile, the teachers are advised to use the **Daily Plan** while waiting for the DLL which will be uploaded at *depedmisor.net*.
5. Immediate dissemination of this Memorandum to all concerned is desired.