
	Department of Education Region III DIVISION OF CITY SCHOOLS Angeles City Jesus Street, Pulungbulu, Angeles City		Document Code: SDO-QF-OSDS-SDS-003 Revision: 00 Effectivity date: 10/31/2018
	DIVISION MEMORANDUM		Name of Office: OSDS-SDS

February 26, 2019

DIVISION MEMORANDUM
 No. 71 S. 2019

RELEASED

DIVISION CHECKING OF FORMS

To: All School Heads of Public Elementary and Secondary/Integrated Schools
 Education Program Supervisors
 Public Schools District Supervisors

FEB 27 2019
 By DepEd Angeles City
 Division of City Schools

1. Pursuant to DepEd Order No. 11, s. 2018 entitled GUIDELINES ON THE PREPARATION AND CHECKING OF SCHOOL FORMS, the Division Checking Committee shall conduct checking of forms on the following schedule:

DATE	GRADE LEVEL/CLUSTER	VENUE
March 20, 2019	Kindergarten, Grades 6, 10 & 12	Gabaldon
March 26, 2019	Secondary Schools- Grades 7,8,9 & 11	Gabaldon
March 27, 2019	Checking of School Forms - Grade 1 - 5 AM - Clusters 1-2 PM - Clusters 3-4	Gabaldon
March 28, 2019	Checking of School Forms - Grade 1 - 5 AM - Clusters 5-6 PM - Clusters 7-8	Gabaldon

- Attached is Enclosure 1 – Focus Areas of Checking and Means of Validation.
- Immediate dissemination of this Memorandum is desired.

LEILANI SAMSON-CUNANAN, CESO VI
 Schools Division Superintendent

CN 2019-257

"SMILES BRIGHT, SERVES RIGHT"

Enclosure

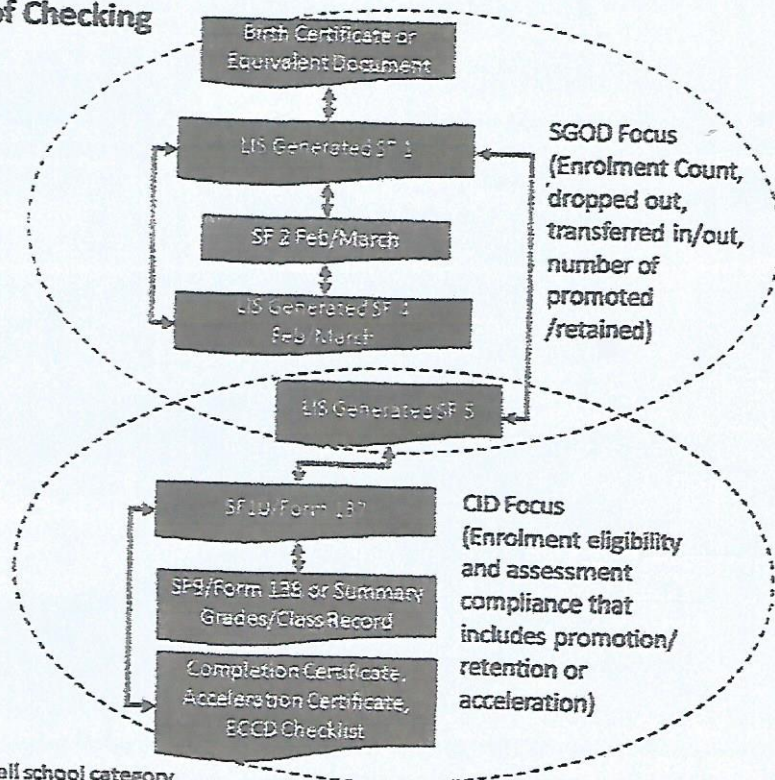
Diagram 1. Focus Areas of Checking and Means of Validation

A. School Level Checking
All classes for all grade levels

B. Division Level Checking
*Priority Grade Levels

Kinder
Grade 1
Grade 6
Grade 7
Grade 10
Grade 11
Grade 12

Other Grade
Levels also
included



* Randomly selected except for very small school category