Department of Education
Negros Island Region
SCHOOLS DIVISION OFFICE OF KABANKALAN CITY
City of Kabankalan

Tel. No. (034) 471-2003
Fax No. (034) 471-2003
E-mail: Kabankalan.001@deped.gov.ph

DIVISION MEMORANDUM
No. 117, s. 2017

TO: **CHIEFS OF CID AND SGOD**
PUBLIC SCHOOLS DISTRICT SUPERVISORS
SCHOOL HEADS OF PUBLIC AND PRIVATE ELEMENTARY AND SECONDARY SCHOOLS

FROM: **ANTHONY H. LIOBET, CESO VI**
Asst. Schools Division Superintendent
OIC- Office of the Schools Division Superintendent

SUBJECT: **SUBMISSION OF PERSONNEL ASSIGNMENT LIST AND BASIC PROFILE (SF 7) AND MONTHLY LEARNER'S MOVEMENT AND ATTENDANCE FOR BEGINNING OF SCHOOL YEAR 2017-2018**

DATE: **JULY 8, 2017**

1. Anent to DepEd Order No. 4 S. 2014, the Department of Education (DepEd) adopts and utilizes the modified school forms (SFs) in all public elementary and secondary schools. Hence, all schools are required to submit School Form 4 (SF 4) and School Form 7 (SF 7) to the Schools Division Office through the Planning and Research Unit.

2. School heads are reminded to ensure that data to be reflected in the forms are consistent with the data encoded into the Enhanced Basic Education Information System (EBEIS), and into the Learner Information System (LIS). The cut-off period for recording the Beginning of School Year (BoSY) Reports in all the SFs will be every Friday of the first week of classes of each SY and furnish a copy to the Schools Division Office (SF 4 & SF 7). School heads will be held accountable and liable for any wrongful entry on the forms.

3. In line with this, school heads are reminded to submit the said forms to the Schools Division Office as soon as possible.

4. List of Schools that failed to submit the required forms is enclosed in this memorandum.

5. Immediate dissemination of and compliance with this memorandum is desired.

Enclosure to Division Memo No. 117 S. 2017

School Form 4 as of June 9, 2017		
District of Kabankalan I All Schools Submitted	**District of Kabankalan II** All Schools Submitted	**District of Kabankalan III** a. Jose Peralta MS
District of Kabankalan IV a. Baras Diutay ES b. Camandaan PS c. Tabugon ES d. Pangyasan ES e. Nursery PS	**District of Kabankalan V** a. Hinapunan IS (Elem)	**Secondary** a. Daan Banua NHS b. Florentino Galang Sr. NHS with Ext. Schools c. Hinapunan IS (Sec.) d. Inapoy NHS

School Form 4 as of June 30, 2017		
District of Kabankalan I a. Balisong ES b. ERAMS East	**District of Kabankalan II** All Schools Submitted	**District of Kabankalan III** All Schools Submitted
District of Kabankalan IV a. Bantayan ES b. Baras ES c. Camandan PS d. Mambaog ES g. Pangyasan ES h. Tabugon ES i. Lowag ES j. Nursery PS	**District of Kabankalan V** a. Hinapunan IS (Elem) b. Mansumbil ES	**Secondary** a. Daan Banua NHS b. Florentino Galang Sr. NHS with Ext. schools (JHS & SHS) c. Hinapunan IS (Sec.) d. Locotan NHS e. Bantayan NHS (SHS) g. Inapoy NHS (JHS & SHS)

School Form 7 for BOSY 2017-2018		
District of Kabankalan I All Schools Submitted	**District of Kabankalan II** All Schools Submitted	**District of Kabankalan III** Tapi ES
District of Kabankalan IV a. Baras Diutay ES b. Camandaan PS c. Ilan ES e. Pangyasan ES h. Tabugon ES	**District of Kabankalan V** a. Badiangay ES	**Secondary** b. Binicuil NHS (JHS & SHS) c. Florentino Galang Sr. NHS-main & with Ext. Schools (JHS & SHS) d. Inapoy NHS (JHS & SHS) e. Kabankalan NHS f. Talubangi NHS g. Tampalon NHS (JHS & SHS) h. Camansi NHS (SHS) i. Tabugon NHS (SHS)