



Department of Education
Region 6-Western Visayas
SCHOOLS DIVISION OFFICE OF KABANKALAN CITY
City of Kabankalan

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DIVISION MEMORANDUM

No. 62, s. 2019

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

FROM: MA. LORLINIE M. ORTILLO, CESO VI
Schools Division Superintendent

SUBJECT: SGOD COMMITTEE FOR CHECKING OF SCHOOL FORMS FOR EOSY 2018-2019

DATE: MARCH 26, 2019

1. DepEd Order no. 11, s. 2018 prescribes standard process and protocols in the preparation, evaluation and updating of school forms conducted at the end of every school year to provide a reliable assurance mechanism of learner information, ensure the quality and timelines of school reports, and the resources spent for clerical and records management. This policy defines the roles and functions of the Division Checking Committee (DCC) for both CID and SGOD for specific tasks in the checking of school forms.

2, In lieu thereof, the following personnel from the School Governance and Operations Division (SGOD) are hereby designated members of the DCC assign to check SGOD concerns.

District of Kabankalan I

Arnie G. Besas
Shiena S. Saquian
Julieta V. Gempison

District of Kabankalan II

Jonalyn A. Dela Cerna
Saturnino T. Pabalinas, Jr, PhD
Eulyne D. Lucerna

District of Kabankalan III

Rowena T. Bolo
Noeme M. Barañao
Jake Carlyn G. Tugbang

District of Kabankalan IV

Vida Grace R. Moreño
Amely Love E. Cordero
Eduard Q. Villavicencio
Rictee I. Resano

District of Kabankalan V

Rene S. Erillo
Gerald B. Tampico
Alma Vanessa M. Gargantiel

3. For dissemination and guidance.