



Republic of the Philippines
Department of Education
Region VI - Western Visayas
SCHOOLS DIVISION OF CAPIZ

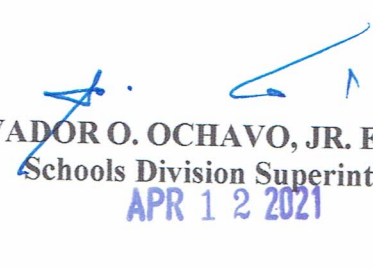
April 12, 2021

DIVISION MEMORANDUM
NO. 069 2021

**WEBINAR ON THE PREPARATION, SUBMISSION, AND CHECKING
OF SCHOOL FORMS FOR SCHOOL YEAR 2020-2021**

To: Assistant Schools Division Superintendent
Chief Education Supervisors – CID & SGOD
Education Program Supervisors
Public Schools District Supervisors
Public Elementary, Secondary and Integrated School Heads
All Others Concerned

1. To improve the effectiveness, efficiency and accuracy on the preparation, submission, and checking of school forms, this Schools Division, through the Planning and Research Section will conduct a Webinar on the Preparation, Submission, and Checking of School Forms for the School Year 2020-2021 on April 20-21, 2021 @ 9:00 o'clock in the morning.
2. As stipulated in D.O No. 12, s.2020, the department issued an Interim Guidelines which amends certain provisions of D.O Nos. 04, s. 2014 and 58, s. 2017 which reflect requirements of distance learning modalities in school forms.
3. This activity aims to provide technical assistance to ensure the collection of necessary data for evidenced-based decision making.
4. Participants to these webinars are the Central, Secondary, and Integrated School Heads, Selected Master Teachers and District & School Planning Officers. (Please see attached list of participants with corresponding schedule).
5. The medium to be used in this activity will be Google Meet thru the DepEd account of the identified personnel. To join, click this link: <http://bit.ly/CapDivSchoolForms>.
6. Immediate dissemination of this memorandum is desired.


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Schools Division Superintendent
APR 12 2021



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Enclosure 1

Date/ Time	Participants
April 20, 2021	18 District Planning Officers 18 Central School Principal 18 Selected Master Teachers (1 in every District) 24 Integrated School heads 24 IS Planning Officers
April 21, 2021	54 Secondary School Heads 54 School Planning Officer 9 Public Schools District Supervisor



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