



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

December 28, 2021

DIVISION MEMORANDUM  
No. 296 s. 2021

**REITERATION OF OUA MEMO 00-1221-0133 MEMORANDUM TITLED  
"INQUIRY ON THE PROBLEMS, LIMITATIONS, ISSUES AND CONCERNS OF THE  
ADMINISTRATION STRAND'S FIELD COORDINATORS"**

- To: OIC, Office of the Asst. Schools Division Superintendent  
Chief Education Supervisors – CID & SGOD  
Public Schools District Supervisors/ OIC of the Districts  
Public Elementary, Secondary and Integrated School Heads  
Division and School DRRM Coordinators  
Division and School Health/Nutrition Coordinators  
Division and School Sports Coordinators  
Division and School Youth Formation Coordinators  
Division and School Education Facilities Coordinators  
Division and School ICT Coordinators  
Division and School Asset Management Coordinators  
Division and School Cash Coordinators  
Division and School Records Coordinators  
Division and School General Services Coordinators  
All Others Concerned
1. Enclosed is a OUA Memo 00-1221-0133 Memorandum dated 03 December 2021 from the office of the Undersecretary for Administration, re: **Inquiry on the Problems, Limitations, Issues and Concerns of the Administration Strand's Field Coordinators**, which is self-explanatory.
  2. Further, the following are hereby reiterated:
    - a. **All Division and School Coordinators** listed below are directed to **fill out the online form** containing related questions for their governance levels;
      - ✓ Division and School DRRM Coordinators;
      - ✓ Division and School Health/Nutrition Coordinators;
      - ✓ Division and School Sports Coordinators;
      - ✓ Division and School Youth Formation Coordinators;
      - ✓ Division and School Education Facilities Coordinators;
      - ✓ Division and School ICT Coordinators;
      - ✓ Division and School Asset Management Coordinators;
      - ✓ Division and School Cash Coordinators;
      - ✓ Division and School Records Coordinators; and
      - ✓ Division and School General Services Coordinators





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**SCHOOLS DIVISION OF CAPIZ**

- b. Please refer to the following details:

Designation	Google Form Link
Division Coordinators	<a href="https://bit.ly/OUAConcerns_DivisionCoordinators">https://bit.ly/OUAConcerns_DivisionCoordinators</a>
School Coordinators	<a href="https://bit.ly/OUAConcerns_SchoolCoordinators">https://bit.ly/OUAConcerns_SchoolCoordinators</a>

The links must be **copied** from the table above and **pasted** on the internet browser for coordinators to gain access to the Google Form.

- c. Moreover, all personnel concerned are encouraged to accomplish the online form not later than **January 7, 2022** and to state their recommended solution/s to the given situation/s.
3. Immediate dissemination of and compliance with this Memorandum are desired.

**SALVADOR O. OCHAVO JR. EdD, CESO V**  
Schools Division Superintendent

DEC 29 2021

SGOD





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Republika ng Pilipinas

# Kagawaran ng Edukasyon

Tanggapan ng Pangalawang Kalihim

**OUA MEMO 00-1221-0133**

## MEMORANDUM

03 December 2021

**For: Regional Directors and BARMM Education Minister  
Schools Division Superintendents  
School Heads  
Regional, Division and School Coordinators  
(Administration Strand)**

**Subject: INQUIRY ON THE PROBLEMS, LIMITATIONS, ISSUES AND CONCERNS OF THE ADMINISTRATION STRAND'S FIELD COORDINATORS**

The Office of the Undersecretary for Administration (OUA) aims to determine the current problems, limitations, issues and concerns in the implementation of policies as well as the programs, projects and activities (PPAs) under its strand.

The OUA also wants to find out the important matters and duties that need to be addressed, initiated or reported to the next administration.

For these reasons, the OUA directs all Regional, Division and School Coordinators of its PPAs to **fill out the online form** containing related questions for their governance levels.

Please refer to the following details:

Designation	Google Form Link
Regional Coordinators	<a href="https://bit.ly/OUACConcerns_RegionalCoordinators">https://bit.ly/OUACConcerns_RegionalCoordinators</a>
Division Coordinators	<a href="https://bit.ly/OUACConcerns_DivisionCoordinators">https://bit.ly/OUACConcerns_DivisionCoordinators</a>
School Coordinators	<a href="https://bit.ly/OUACConcerns_SchoolCoordinators">https://bit.ly/OUACConcerns_SchoolCoordinators</a>

**Note:** The links must be **copied** from the table above and **pasted** on the internet browser for coordinators to gain access to the Google Form.

Moreover, all personnel concerned are encouraged to state their recommended solution/s to the given situation/s.



### Office of the Undersecretary for Administration (OUA)

*[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)]*

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If there are predicaments that have been worked out, kindly recount the experience/s encountered, so that the OUA may draw insights and adopt the best practices and remedies used to further improve the overall performance of DepEd.

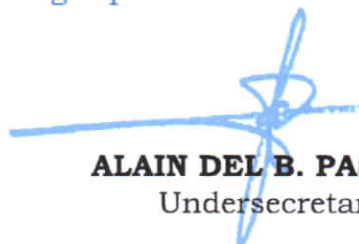
Kindly accomplish the online form not later than **January 7, 2022**.

The responses of field coordinators will be beneficial to the incumbent and next administration in their deliberations and decision-making process.

The inputs will also enable the incoming education leaders to offer more, upgraded services to their one and only constituent – the learners.

For more information, queries and concerns on this subject, please contact the OUA through email at [usec.admin@deped.gov.ph](mailto:usec.admin@deped.gov.ph) .

For strict compliance.

  
**ALAIN DEL B. PASCUA**  
Undersecretary



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