



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

DIVISION MEMORANDUM
No. 278, s. 2021

JUN 15 2021

CHECKING OF SCHOOL FORMS

To: Assistant Schools Division Superintendent
CID and SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisors
All Public and Private School Heads
All Others Concerned

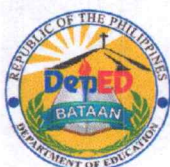
1. Pursuant to DepEd Memorandum No. 14, s. 2021 entitled "Interim Guidelines on the Preparation, Submission, and Checking of School Forms for the School Year 2020-2021", this Office announces the conduct of the **Checking of School Forms from July 5-23, 2021**.
2. Schools must be guided by Section 2.b of the aforementioned Memorandum which states:

"To minimize physical contact between individuals and thereby to reduce the possibility of COVID-19 transmission, the process of checking of forms shall be simplified.

The division level checking of school forms, which is being conducted by the Division Checking Committee (DCC) as stipulated in Section V Paragraphs A1, B2, and C2 of DepEd Order 11 s. 2018, is hereby suspended.

The annual checking of school forms shall only be done at the school level by the School Checking Committee. The school level checking may be conducted through online and/or on-site, provided that health and safety protocols are being observed. The result of the checking of forms initiated by the School Checking Committee is deemed final and can be used by the school to complete its submission in LIS."

3. School Checking Committee shall conduct the checking of forms for Kinder, Grade 6, 10, and 12 prior to the school's schedule for moving up ceremony and commencement exercises. On the other hand, checking for other grade levels (Grades 1-5, Grades 7-9, and Grade 11) shall start after all the grade levels that shall move up have been checked until July 23, 2021.



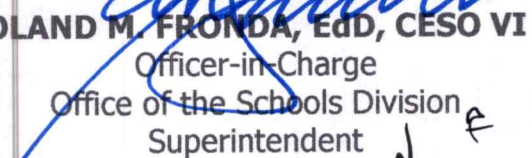
"WE MOULD HEROES"


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ISO 9001: 2015 CERTIFIED

4. Since the checking of forms will only be done at the school level, the School Checking Committee should ensure that ALL classes will be checked.
5. In addition, school diploma shall also be checked during the checking of forms to ensure correctness and accuracy before issuance.
6. For information and guidance on the required school forms, please refer to DepEd Memorandum No. 14, s. 2021.
7. Enclosed is the official number of school days for reference of public schools. Private schools should follow their approved school calendar.
8. Wide dissemination of and compliance with this Memorandum are enjoined.


ROLAND M. FRONDA, EdD, CESO VI
Officer-in-Charge
Office of the Schools Division
Superintendent


SC 16/PART
June 10, 2021

Enclosed: as stated

Reference: Division Memorandum No. 119, s. 2021

To be included in the Perpetual Index
Under the following subjects:

BASIC EDUCATION	LEARNERS
DATA	POLICY
FORMS	SCHOOLS

Enclosure to Division Memorandum No. _____ s. 2021

SCHOOL CALENDAR DAYS FOR SY 2020-2021

OCTOBER						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
24						

NOVEMBER						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
23						

DECEMBER						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
15						

Q1 EXTENSION

INSET

JANUARY						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

FEBRUARY						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						
22						

MARCH						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
26						

REMEDIATION

INSET

APRIL						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
21						

MAY						
S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
24						

JUNE						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
25						

JULY						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
9						

OCTOBER	24
NOVEMBER	23
DECEMBER	15
JANUARY	24
FEBRUARY	22
MARCH	26
APRIL	21
MAY	24
JUNE	25
JULY	9
TOTAL	213

TOTAL NO. OF SCHOOL DAYS