



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

JUL 30 2025

DIVISION MEMORANDUM
No. 310 s. 2025

SUBMISSION OF THE LIST OF SCHOOL'S SUSTAINED PARTNER INSTITUTIONS AND NON-GOVERNMENT ORGANIZATIONS

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School heads
All Others Concerned

1. In line with the Schools Division of Bataan's efforts to strengthen school-community partnerships and to duly recognize our consistent stakeholders, all school heads are hereby directed to submit the **list of school's sustained partner institutions and non-government organizations** that have continuously supported the school for at **least three (3) consecutive years**.
2. The **school head** must fill out the required template with the following information: **name of company, institution or non-government organizations, company or office address, name of representative, designation, contact number, years of partnership, donations or services provided, and the estimated amount of donation**. Only companies, institutions or non-government organizations with consistent and active involvement in school programs and activities for the **last three years** should be included in the report.
3. The template for the List of School's Sustained Partners can be accessed and downloaded through this link: <https://tinyurl.com/SustainedPartnersTemplate>.
4. The accomplished template must be uploaded through this link: <https://tinyurl.com/SustainedPartners> on or before **August 30, 2025**. Please make sure to rename the file using the following format: SchoolName_Partners (e.g., BagongSilangES_Partners).
5. Kindly ensure that the information provided is accurate and verifiable, as this will serve as basis for recognition and further collaboration with partners.
6. Attached is the template for the **list of school's sustained partners**.
7. Immediate dissemination of this Memorandum is desired.


CAROLINA S. VIOLETA, EdD, CESO V
Schools Division Superintendent

To be indicated in the Perpetual Index
under the following subjects:
Partnership

Sustained Partners

SO9
July 29, 2025



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"We Mould Heroes"



LIST OF SCHOOL'S SUSTAINED PARTNERS

School: _____
 School ID: _____
 School Head: _____
 District: _____

No.	Name of Company/Institution/N GO's	Company/Office Address	Name of Representative of the Company/Institution/ Organization	Designation/Position of Representative	Contact Number	Years of Partnership	Donations/ Services Provided	Estimated Amount of Donation
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
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