



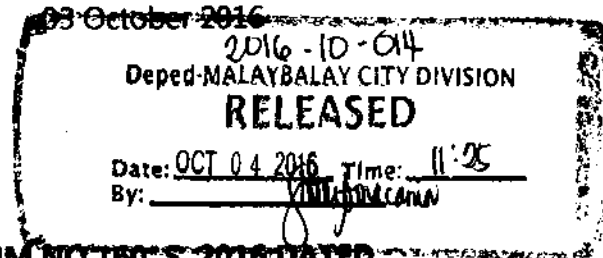
DEPARTMENT OF EDUCATION  
Region X- Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**  
Purok 6, Casisang, Malaybalay City

Telefax: 088-314-0094: depedmalaybalaycity@gmail.com



**DIVISION MEMORANDUM**


No. 521 s. 2016



**DISSEMINATION OF DEPED MEMORANDUM NO.160, S. 2016 DATED  
SEPTEMBER 28, 2016 RE: STATUS OF IMPLEMENTATION OF THE  
SCHOOL REPORT CARD**

**TO: Public Schools District Supervisors  
Public Elementary/ Secondary Schools Heads  
This Division**

1. For the information and guidance of all concerned, enclosed is **DepEd Memorandum No. 160, s. 2016 re: Status of Implementation of the School Report Card (SRC)**, the content of which is self-explanatory.
2. School Heads are directed to submit soft copies of the **School Report Card** (thru USB or flash disk) to be uploaded in the Google Drive on or before **October 7, 2016**, for consolidation and submission to **Bureau of Human Resource and Organizational Development-School Effectiveness Division (BHRD-SED), DepED Central Office**, Attention: Rosalio P. Arangco, Senior Education Program Specialist for Planning & Research.
3. Immediate dissemination and compliance of this DepEd Memorandum is highly desired.

  
**EDILBERTO L. OPLENARIA, CESO VI**  
OIC-Schools Division Superintendent



Republic of the Philippines  
**Department of Education**

28 SEP 2016

DepEd MEMORANDUM  
 No. **160**, s. 2016

**STATUS OF IMPLEMENTATION OF THE SCHOOL REPORT CARD**

To: Regional Directors  
 Schools Division Superintendents  
 Public Elementary and Secondary Schools Heads  
 All Others Concerned

1. The School Report Card (SRC) is one of the core components of the School-Based Management thrust of the Department of Education (DepEd). The SRC is prepared by the schools twice a year in a school year (SY) to further strengthen shared governance through the increased awareness and stronger participation of the community and other stakeholders in making the school a better place for learning.

2. In line with this and in accordance to DepEd Order No. 23, s. 2016 entitled *School Calendar for School Year 2016-2017*, all schools division superintendents are advised to constantly remind all school heads or principals of the following schedules for the **Status of Implementation of the SRC**:

Activity	Date	
	October SRC	March SRC
Preparation of SRC	September 15-30, 2016	February 15-28, 2017
Presentation of SRC in School Assemblies	October 1-14, 2016	March 1-11, 2017
Submission of Feedback on SRC using this link <a href="http://bit.ly/src_monitoring_form">bit.ly/src_monitoring_form</a>	October 7-14, 2016	March 7-11, 2017

3. Moreover, the Schools Governance and Operations Division (SGOD) shall accomplish the SRC Monitoring Sheet provided in the enclosure to help in monitoring the current status of SRC implementation in schools. This should be sent in Excel format through email at [bhrod.sed@deped.gov.ph](mailto:bhrod.sed@deped.gov.ph) on or before **October 10, 2016**.

4. To facilitate the monitoring of the SRC implementation in schools, the schools division offices shall assign their respective focal person in Information and Communications Technology to make a Google Drive or a Dropbox folder organized by school year, wherein they should upload either of the following:

- a. Scanned Cover Page of schools' SRCs; or
- b. Word/PDF copy of schools SRCs.

5. The link to these scanned or Word/PDF copies must be written in Column 4 (Google Drive/Dropbox link containing the SRCs of the Schools) of the SRC Monitoring Sheet. All concerned must refer to Annex 11 (SRC Summary Report of Information) of DO 44, s. 2015 entitled *Guidelines on the Enhanced School Improvement Planning (SIP) Process and the School Report Card (SRC)*, in filling out Column 5 (Number of SRC Data Present). There must be a minimum of 19 SRC data needed in the SRC.

6. The SGOD must provide technical assistance to schools in developing their SRCs especially to those having trouble in developing their SRCs, if the minimum 19 SRC data are not present or if the schools have not started yet the development of the SRC.
7. For more information, all concerned may contact **Ms. Marian Esono**, Bureau of Human Resource and Organizational Development-School Effectiveness Division (BHROD-SED), Department of Education (DepEd) Central Office, 4<sup>th</sup> Floor, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City at telephone no. (02) 633- 53-97.
8. Immediate dissemination of this Memorandum is desired.

  
**LEONOR MAGTOLIS BRIONES**  
Secretary

Encl.:  
As stated

References:  
DepEd Order: (Nos. 44, s. 2015 and 23, s. 2016)

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

PERFORMANCE  
PROGRAMS  
PROJECTS  
REPORT  
SCHOOLS  
SCHOOL DEVELOPMENT

