



Department of Education
Region X-Northern Mindanao
DIVISION OF MALAYBALAY CITY
Cor. Don Carlos - Guingona Sts., Malaybalay City
Telefax # 088-813-2894, E-mail add: depedmlyblycity@yahoo.com



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Deped-MALAYBALAY CITY DIVISION
RELEASED

Date: 8-7-13 Time: 1:54
By: [Signature]

DIVISION MEMORANDUM

No. 204, s. 2013

**To : Public Schools District Supervisors
Public Elementary and Secondary School Heads
This Division**

From : EDILBERTO L. OPLENARIA
Schools Division Superintendent, *Ed*

Date : August 6, 2013

Subject: Strict Compliance to Regional Memorandum No. 66, s. 2013

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1. In pursuance to *Regional Memorandum No. 66, s. 2013 re: Unified Guidelines and Procedures on Instructional Supervision*, this Office hereby directs all School Officials to observe strict compliance in using the *Criterion-Referenced Instructional Supervision Scheme (CRISS)* approach and *CB-PAST Form 3A* in classroom observations.
 2. All *School Heads* are instructed to inform the *District Supervisor* their whereabouts in the event of official business transactions during office hours to ensure harmony of supervisory schedule.
 3. For compliance and action.