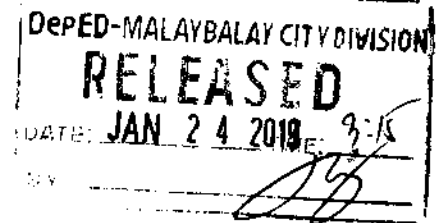




Republic of the Philippines

## Department of Education

DIVISION OF MALAYBALAY CITY



### DIVISION MEMORANDUM

No. 032, s. 2019

**TO:** Assistant Schools Division Superintendent  
Chief Education Supervisors SGOD, CID and Staff  
Public Elementary and Secondary School Heads  
All Others Concerned  
This Division

**FROM:**   
REBONFAMIL E. BAGUIO  
Schools Division Superintendent

**DATE:** January 24, 2019

**SUBJECT: DISSEMINATION OF THE REGIONAL MEMORANDUM NO. 40 S. 2019 RE:  
CONDUCT OF FAMILY MAPPING ON EARLY REGISTRATION**

1. In line with the Regional Memorandum No. 13, s. 2019 Re: *K to 12 Early Registration* and Regional Memorandum 40 s. 2019 re: *Conduct of Family Mapping on Early Registration*, this Office hereby informs the field of the inclusion and integration of family mapping in the early registration activities.
- 2.
3. Participation to this program shall entitle participants to service credits in accordance to DepED order 53 s. 2003 entitled Updated guidelines on Grant of Vacation Service Credits to teachers and on the other hand, non-teaching staff shall be provided with Compensatory Time - OFF(CTO) and per civil service circular no. 2 s. 2004 on non-monetary remuneration for overtime service rendered.
4. Attached is the regional mapping template. For clarification and information, contact Vince G. Sanmiguel, Senior Education Program Specialist, Planning and Research Section at 09778091156.

Encls.: As stated

PRS/vince





January 21, 2019

**DepED-X**  
Cagayan de Oro City

**REGIONAL MEMORANDUM**

No. 40, s. 2019

24 JAN 2019  
595  
**RELEASED**

**CONDUCT OF FAMILY MAPPING ON EARLY REGISTRATION**

To: **Assistant Regional Director**  
**Schools Division Superintendents**  
**Assistant Schools Division Superintendents**  
**Curriculum Implementation Division Chiefs**  
**School Governance Operations Division Chiefs**  
**All Others Concerned**  
*This Region*

1. In line with the Regional Memorandum No. 13, s. 2019 re *K to 12 Early Registration* and Regional Memorandum No. 381, s. 2017 re *Family Mapping Survey*, this Office requires all public elementary and secondary schools to include family mapping in the Early Registration activities.
2. This initiative aims to achieve the following:
  - a. Come up with a baseline data on school-age children in Northern Mindanao;
  - b. Reach out to all school-age children in Northern Mindanao;
  - c. Locate, identify, and register Out-of-School Youth (OSY) and Out-of-School Children (OSC);
  - d. Enable the Department (region, division, and school), in collaboration with local government units (LGUs), barangay officials, parents, civic organizations, business sector, and other stakeholders to help in bringing the children back to school; and
  - e. Support schools in their efforts of providing education interventions to prevent children/youth from dropping out of school.
3. The results of the survey will be processed in the DepEd Region X Mapping System.
4. DepEd Teaching Personnel who will be involved in the activity shall be entitled to Service Credits while Non-Teaching Personnel shall be entitled to Leave Credits.



— The LEARNER: The heart of DepEd Region X. —



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
DepEd Region X – Northern Mindanao



5. Expenses related to this activity shall be charged to local funds and other fund sources, as appropriate and as authorized, subject to existing accounting and auditing rules and regulations.
6. Enclosed are copies of the Definition of Terms and the Family Mapping Template.
7. Immediate and wide dissemination of this Memorandum is desired.

  
**DR. ARTURO B. BAYOCOT, CESO V**  
Regional Director

Encl.: As stated

Reference: Regional Memorandum No. 13, s. 2019 dated January 9, 2018  
Regional Memorandum No. 381, s. 2017 dated August 14, 2017

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

EARLY	REGISTRATION
FAMILY	MAPPING

PPRD/cmnq

*The LEARNER: The heart of DepEd Region X*



**ENCLOSURE 1**

MT-Form - 1

**DEPED REGION X COMMUNITY MAPPING TEMPLATE**

Address:

Purok

Sitio

St.

Barangay

Municipal

Province

Survey Sheet No.:

Parent's/Guardian's Name (Last Name, First Name, MI, Ext)			Birthday dd/mm/yyyy	Educational Attainment	Occupation (Select only 1)			Religion	Monthly Income	Check if IP		if IP what tribe?	4Ps? (Check)			
					Government	Private	Self-employed			Yes	No		Yes	No		
Name of Dependents (Last, First, Middle, Ext)	Relationship to the head of the Family (son, daughter, niece, nephew)	Gender		Birthday dd/mm/yyyy	Civil Status	Studying? (Check)		Grade Level	if not Studying Why?	School and distance from home	With Disability		Kind of Disability	Religion	Check if IP	Check if 4Ps
		M	F			Yes	No				Yes	No				
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																

Name and Signature of Respondents

Name of Enumerator

Date

ict/mapping template2017

**ENCLOSURE 2**

Monthly Income		DISASTER PREPAREDNESS			Grade Level	
1	0 - 9,999.99	<b>Para sa mga pangutana sa ( 1 - 8 ), Isulat lang ang 1-kung Oo, 0- kung Wala</b>			1	Not in School Age
2	10,000 - 19,999.99	(1) Nahibalo ba ang panimalay sa mga emergency numbers sa lokal nga mga ahensya sa pulis, bombero, ospital, og uban pa?			2	Pre Kinder
3	20,000 - 29,999.99	(2) Nahibalo ba ang panimalay kung asa ang pinakaduol nga luwas nga lugar nga adtoan kung adunay mga kalamidad?			3	Grade 1
4	30,000 - 49,999.99	(3) Gatigom ba ang panimalay og supply sa tubig og pagkaon para sa possible nga mga kalamidad nga moabot?			4	Grade 2
5	50,000 - 69,999.99	(4) Nahibalo ba ang panimalay kung unsaon pag dala sa mga bata, disabled, og sa mga tigulang nga kauban sa panimalay kung adunay kalamidad?			5	Grade 3
6	70,000 - 99,999.99	(5) Nahibalo ba ang panimalay kung unsay buhaton kung adunay mga kalamidad nga moabot? Pareho sa pag duck-cover-hold kung mag linog?			6	Grade 4
7	100,000 Up	(6) Nahibalo ba ang panimalay kung kanusa kinahanglan na mobalhin sa pagabot sa mga kalamidad?			7	Grade 5
<b>Religion</b>		(7) Aduna ba kamoy disaster preparedness kit?			8	Grade 6
1	BUDDHISM	(8) Naa ba ang mga mosunod sa inyong disaster preparedness kit?	1- Naa 2- Wala	Pila ni ka adlaw ma hurot?	9	JHS - G7
2	CHRISTIANITY	1. Tubig			10	JHS - G8
3	HINDUISM	2. Pagkaon (delata, biskwit, pan)			11	JHS - G9
4	INDIGENOUS RELIGION	3. Posporo o lighter			12	JHS - G10
5	ISLAM	4. Flashlight/Emergency light			13	SHS - G11
6	JUDAISM	5. Radio/Transistor (de battery)			14	SHS - G12
7	NO RELIGION	6. Kandila			15	Vocational - ALS
8	OTHERS	7. Kit sa tambal			16	College Level
9	SIKHISM	8. Pito			17	Graduate
<b>Educational Attainment</b>		9. Sanina			18	Post Grad Level
1	Never been to School	10. Habol			19	Post Graduate
2	Kindergarten	11. Battery (cellphone, flashlight, radio)				
3	Pre-School	12. Importanteng dokumento (titulo sa yuta, birth cert)				
4	Elem Primary (G1-G3)	13. Uban pa, isulat				
5	Elem Primary (G4-G6)					
6	Elem Graduate					
7	Junior High School Level					
8	JHS Graduate					
9	Senior High School Level					
10	SHS Graduate					
11	Vocational-ALS					
12	College Level					
13	College Graduate					
14	Post Grad Level					
15	Post Graduate					

**ENCLOSURE 3**

**INDIGENOUS PEOPLES TRIBES**

1	ABELING	46	BOHOLANO	91	HENANGA	136	KONGKING	181	PALAWANON	226	TEDURAY
2	ABELLEN	47	BONTOK	92	HIGAONON	137	KOROLANON	182	PAN-AYANON	227	TIGWAHANON
3	ABELLING	48	BUGKALOT	93	HILIGAYNON/ILONGGO	138	LAHITANEN	183	PANAY-BUKIDNON	228	TINANANEN
4	ABERLING	49	BUHID	94	LABANAG	139	LAMBANGIAN	184	PANGASINAN/TANGGALATO	229	TINGGLAN
5	ABIYAN (AETA)	50	BUHID MANGYAN	95	IBALLOY	140	LANGILAN	185	PARANANUM	230	TINGGUIAN
6	ADSEN	51	BUKIDNON	96	IBATAN	141	LIVUNGANEN	186	PUGOT	231	TINGLAYAN
7	AETA	52	BUTBUT	97	IFUGAO	142	ILONGOT	187	PULANGIEN	232	TIRURAY
8	AGTA-AGAY	53	CAGALUAN	98	IKALAHAN	143	LUBO	188	PULANGIYEN	233	TONGLAYAN
9	AGTA-CIMARON	54	CAGAYANEN	99	ILAUD	144	LUBUANGAN	189	PULLON	234	TULGAO
10	AGTA-DUMAGAT	55	CALINGA	100	ILIANEN	145	MABAKA	190	RATAGNON	235	UBO MANOBO
11	AGTA-TABANGNON	56	CAPIZEÑO	101	ILOCANO	146	MAENG	191	RATAGNON MANGYAN	236	UBO-MANOBO
12	AGAT-TABOY	57	CAVITEÑO	102	IRANON	147	MAG-ANTI	192	REMONTADO	237	UMAYAMNON
13	AGUTAYNON	58	CEBUANO	103	IRAVA	148	MAG-ANTSI	193	SADANGA	238	WARAY
14	AKEANON	59	CHAVACANO	104	IRAYA MANGYAN	149	MAG-INDI	194	SAKKI	239	YAKAN
15	ALAB	60	CHINESE	105	ISAROG	150	MAGAHAT	195	SALEGSEG	240	YAPAYAO
16	ALANGAN	61	CIMARON	106	ISINAI	151	MAGBEKIN	196	SAMA	241	YBANAG
17	ALANGAN MANGYAN	62	COTABATEÑO	107	ISOROKEN	152	MAGBUKON	197	SAMA BADJAO	242	YOGAD
18	AMBALA	63	COTABATEÑO-CHAVACANO	108	ITAWES	153	MAGKUNANA	198	SAMA BANGINGI	243	ZAMBAL
19	APAYAO	64	CUYONEN	109	ITAWIA	154	MAGUINDANAO	199	SAMA LAUT		
20	AROMANE-MANOBO	65	CUYUNON	110	ITNEG	155	MAJOKAYONG	200	SAMAL		
21	AROMANON	66	DACALAN	111	ITOM	156	MALAWEG/MALAUUEG	201	SANGIL		
22	ATA	67	DAGAYNEN	112	IVATAN	157	MALBONG	202	SIBUYAN MANGYAN-TAGABUKID		
23	ATA-MANOBO	68	DANAK	113	JAMA MAPON	158	MAMANWA	203	SUBANEN		
24	ATI	69	DANANAO	114	KABAYUKAN	159	MANDAYA	204	SULOD/BUKIDNON		
25	BADJAO	70	DAVAO-CHAVACANO	115	KABIHUG	160	MANDEK-EY	205	SUMADEL		
26	BADJAO, SAMA LAUT	71	DAVAWEÑO	116	KADAKLAN/KACHAKRAN	161	MANDUKAYAN	206	T-BOLI		
27	BAGKALOT	72	DIANGAN	117	KAILAWAN/KAYLAWAN	162	MANGALI	207	TABANGON		
28	BAGOBO-TAGABAWA	73	DIBABAWON	118	KALAGAN	163	MANGGUANGAN	208	TADYAWAN		
29	BALATOC	74	DIBABEEN MULITAAN	119	KALANGUYA	164	MANBO	209	TADYAWAN MANGYAN		
30	BALIWON	75	DIBABEN	120	KALIBUGAN	165	MANOBO B'LIT	210	TAGABAWA		
31	BALUGA	76	DIRERAYAAN	121	KALIBUGAN/KOLIBUGAN	166	MANABO-DULANGAN	211	TAGAKAOLO		
32	BANAO	77	DULANGAN	122	KALINGA	167	MANOBO-UBO	212	TAGALOG		
33	BANGON	78	DUMAGAT-ALTA	123	KAMAYO	168	MANSAKA	213	TAGANUA		
34	BANTOANON	79	DUMAGAT-REMONTADO	124	KAMIGIN	169	MARAANO	214	TAGAWAHANON		
35	BANWAON	80	ESCAYA	125	KAMIGUIN	170	MASADIIT	215	TAGBANUA		
36	BARLIG	81	GADDANG	126	KANKANA'EY	171	MASBATEÑO/MASBATENON	216	TAGBANUA/KALAMIANEN		
37	BASAO	82	GUBANG	127	KANKANA'EY IBENQUET	172	MATIGSALOG	217	TALAANDIG		
38	BATAK	83	GUBATNON	128	KANKANA'EY IYAPLAY	173	MADUYAN	218	TALAINGOD		
39	BATANGAN	84	GUBATNON MANGYAN	129	KAPAMPANGAN	174	MOLBON	219	TALAIINGOD, LANGILAN		
40	BATANGAN MANGYAN	85	GUIANGAN	130	KARINTIK	175	NANENG	220	TALOCOTOK		
41	BELWANG	86	GUILAYON	131	KARULANO	176	NEGRITO	221	TAO'T BATP		
42	BIKOL/BICOL	87	GUINAANG	132	KAUNANA	177	OBU-MANUVU	222	TAU-BUID		
43	BINONGAN	88	HALAWODNON	133	KEN-EY	178	PALA WAN	223	TAUSUG		
44	BISAYA/BINISAYA	89	HANUNUO	134	KIRENTEKEN	179	PALAWAN-O	224	TAUT-BATO		
45	BLAAN	90	HANUNUO MANGYAN	135	KLATA	180	PALAWANI	225	TBOLI		

**ENCLOSURE 4**

Data Element	Definition/Instruction
House #/Street/Sitio Barangay Municipality Province	Refer to the place/location where the learner currently holds residence.
Father's Name	The name of father of the learner as reflected in the birth certificate or equivalent document. (Last Name, First Name, Middle Name)
Mother's Maiden Name	The maiden name of mother of the learner as reflected in the birth certificate or equivalent document. (Last Name, First Name, Middle Name)
Birthdate	Date of birth of the Father/Mother/Dependents as reflected in the birth certificate or equivalent document. (Month/Day/Year)
Educational Attainment	Refers to the highest level of education completed (defined here as a high school diploma or equivalency certificate, an associate's degree, a bachelor's degree, or a master's or higher degree)
Occupation (e.g. laborer)	Job description of the parents of a learner *Government (Job Order, Contractual, Probationary or Permanent) *Private (Job Order, Contractual, Probationary, Regular or Permanent) *Self Employed (Businessman, Engineer, Doctor, etc.)
Religion	The religious belief of the Father/Mother/Learner  Instruction: Choose the number of the corresponding Religion written in Enclosure 2
Monthly Income	For employees, it refers to the gross monthly wages or salaries before deduction of employee CPF contributions and personal income tax. It comprises basic wages, overtime pay, commissions, tips, other allowances and one-twelfth of annual bonuses.  For self-employed persons, gross monthly income refers to the average monthly profits from their business, trade or profession (i.e. total receipts less business expenses incurred) before deduction of income tax.  Instruction: Choose the number of your corresponding income range written in Enclosure 2
Indigenous People (Ethnic Group)	A group of people or homogenous societies identified by self-ascription and ascription by others, who have continuously lived as organized community on communally bounded and defined territory.  Instruction: 1. Check "yes" if you belong to an IP Tribe and "no" if otherwise 2. if "yes", choose the number of your corresponding tribe written in Enclosure 3
4Ps	Instructions: 1. Check "yes" if 4Ps beneficiary and "no" if otherwise
Name of Dependents	A person who depends on or needs someone or something for aid, support, favor, etc . Eg: children
Relationship to the Head of the family	Son, Daughter, Niece, Nephew Etc.
Gender	Learner's biological and physiological sex as reflected in the birth certificate or equivalent document.
Birthday	Date of birth of the learner as reflected in the birth certificate or equivalent document written in this manner Day/Month/Year
Civil Status	Status of learner whether it is Single, Married, Separated, Widow or Common Law.
Studying	Check "Yes" if learner is studying and "no" otherwise
Grade Level	level of the educational program studied by the learner
If not Studying	State the reason why
School and distance from home	State the school the learner is currently enrolled and the distance from the home to school
With Disability	Check "Yes" if learner is with disability and no if otherwise
Kind of Disability	state the nature of the disability



**TEMPLATE 1**

**DEPED REGION X EARLY REGISTRATION  
 FOR SY 2019-2020 MONITORING**

School Name: \_\_\_\_\_

Name of School Head: \_\_\_\_\_

School ID: \_\_\_\_\_

Division: \_\_\_\_\_

Curricular Offering: **K & G 7**  
**G 1-6 & G 7-10**  
**K, G 1-6, & G 7-10**  
**K & G 11-12**  
**G 1-6 & G 11-12**

**G 1-6, G 7-10, & G 11-12**  
**K, G 1-6, G 7-10, & G 11-12**  
**K, G 7-10, & G 11-12**  
**K, G 1-6, & G 11-12**

Grade Level	Gender	
	Male	Female
Kinder		
Grade 1		
Grade 7		
Grade 11		

**Guide Questions**

1. What preparations have been made for the Early Registration Campaign?  
 \_\_\_\_\_  
 \_\_\_\_\_
2. How did the school disseminate to the community the information on Early Registration?  
 \_\_\_\_\_  
 \_\_\_\_\_
3. What are the challenges encountered and how did you resolve it?  
 \_\_\_\_\_  
 \_\_\_\_\_

**School Head**  
 (Signature Over Print name)

**Monitoring in-Charge**  
 (Signature Over Print name)



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**TEMPLATE 2**

**CONSOLIDATED REPORT  
 ON EARLY REGISTRATION FOR SY 2019-2020**

Division: \_\_\_\_\_

Grade Level	Gender	
	Male	Female
Kinder		
Grade 1		
Grade 7		
Grade 11		

**Guide Questions**

1. What preparations have been made for the Early Registration Campaign?
2. How did the school disseminate to the community the information on Early Registration?
3. What are the challenges encountered by the schools and how did they resolve it?

\_\_\_\_\_  
 Monitoring in-Charge  
 (Signature Over Print name)

