

2020-20348



Republic of the Philippines
Department of Education
REGION X-NORTHERN MINDANAO
DIVISION OF MALAYBLAY CITY

DM 2020-10-386
DEPED MALAYBALAY CITY DIVISION
RELEASED
DATE: _____ TIME: 4:52
BY: *glawu*
OCT 01 2020

DIVISION MEMORANDUM

No. 386, s. 2020

TO: Assistant Schools Division Superintendent
Chief Education Supervisors SGOD and CID
All Others Concerned
This Division

FROM: *[Signature]* **VICTORIA V. GAZO, PhD, CESO V**
Schools Division Superintendent

DATE: October 1, 2020

SUBJECT: SUBMISSION OF READINESS REPORT USING THE REGIONAL TEMPLATE

1. Relative to the Regional Memorandum 364 s. 2020 re: **SUBMISSION OF THE READINESS REPORTS FOR SCHOOL YEAR 2020-2021**, this Office informs the field of the regular updating of data specified for regular reporting.
2. School Heads and School ICT Coordinators are advised to update and monitor the required reports. Submit the report through the google sheet link: <https://tinyurl.com/SCRmCD>.
3. For clarification and information, contact **Vince G. Sanmiguel, EDD Senior Education Program Specialist, Planning and Research Section** at 09778091156.

Copy furnished:
Records Unit
Planning & Research Section
To be posted in the website.

PRS/vince





Republic of the Philippines
Department of Education **RELEASED**
REGION X - NORTHERN MINDANAO

267

Office of the Regional Director

September 25, 2020

REGIONAL MEMORANDUM
No. 204, s. 2020

**SUBMISSION OF THE READINESS REPORTS
FOR SCHOOL YEAR 2020-2021**

To: Schools Division Superintendents
Assistant Schools Division Superintendents
All Others Concerned

1. With reference to DepEd Memorandum dated September 23, 2020 from the Office of the Undersecretaries for Field Operations, Planning, Human Resource and Organizational Development, and Curriculum and Instruction, the Department of Education (DepEd) Region X directs the Schools Division Offices (SDOs) on their **Submission of the Readiness Reports for School Year 2020-2021**.

2. The senior education program specialists (SEPSs) in Monitoring and Evaluation (M&E) should monitor the compliance with the required reports.

3. Submit the report through the Google sheet link: **<http://bit.ly/R10ReadinessReport>**.

4. Attached are Assignment of Data Entries and DepEd Memorandum for reference.

5. Immediate and wide dissemination of this Memorandum is desired.

DR. ARTURO B. BAYOCOT, CESO III
Regional Director

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



Assignment of Data Entries

A. Centrally Developed SLM Printing Status	Curriculum Implementation Division (CID) Chief
B. Locally Developed SLM Printing Status	Curriculum Implementation Division (CID) Chief
C. Centrally Developed SLM Distribution Status	School Governance and Operations Division (SGOD) Chief
D. Locally Developed SLM Distribution Status	School Governance and Operations Division (SGOD) Chief



Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY

MEMORANDUM

**TO: REGIONAL DIRECTORS
ASSISTANT REGIONAL DIRECTORS
MINISTER OF BASIC, HIGHER, AND TECHNICAL
EDUCATION, BARM
ALL OTHERS CONCERNED**

**FROM: *[Signature]*
ATTY. REVSEE A. ESCOBEDO
Undersecretary for Field Operations, Palarong Pambansa
Secretariat and DEACO**

***[Signature]*
JESUS L.R. MATEO
Undersecretary for Planning, Human Resource and
Organizational Development**

***[Signature]*
DIOSDADO M. SAN ANTONIO
Undersecretary for Curriculum and Instruction**

**SUBJECT: SUBMISSION OF THE READINESS REPORTS FOR
SCHOOL YEAR 2020-2021**

DATE: September 23, 2020

Pursuant to the agreements made during the 27th Management Committee (MANCOM) Meeting, the Office of the Undersecretary for Field Operations, Planning Service, and the Bureau of Learning Resource created a template to harmonize data requirements of different offices from the Central Office.

The harmonized template was designed as a response to the reports from the field regarding duplicative submission of reports required by the aforementioned offices. Moreover, this is to ensure that critical information is available in aiding

decisions for policymakers, and to ensure the smooth implementation of the Basic Education Learning Continuity Plan (BE-LCP).

As we move closer to October 5, 2020, it is necessary that all levels of governance, particularly the schools and community learning centers are ready for the implementation of the BE-LCP. In this regard, the weekly reporting and updating of the Regional Readiness Report shall continue using the enhanced and harmonized template through this Google sheet link: bit.ly/RegionalReadinessReportV2. Specific instructions in accomplishing this template can be found in a separate sheet in the online and offline templates.

This report shall be handled by the Office of the Assistant Regional Director where they may opt to assign specific offices or personnel to accomplish the needed data requirements. An offline version of the template is provided in cases of intermittent connectivity. Accomplishing the report online may be done real-time from Monday to Friday while the submission of the final offline report shall be done every Friday of the week with a cut-off time of 5:00 PM. Below is the expected schedule of submission of the readiness report:

Readiness Report	Date of Submission	
	Online Encoding (via Google Sheet)	Offline Submission (via downloadable template)
9th ¹	September 25-27, 2020	September 27, 2020
10th	September 28-October 2, 2020	October 2, 2020
11th	October 5-9, 2020	October 5, 2020
12th	October 12-16, 2020	October 16, 2020
13th	October 19-23, 2020	October 23, 2020
14th	October 26-30, 2020	October 30, 2020

Note: Cut-off time is every Friday at 5:00 PM for both online and offline reports.

In case the regional reports are not updated within the above schedule and cut-off time, the previous updates shall be utilized to complete the consolidated Readiness Report which is presented during the weekly Management Committee Meeting, Secretary Leonor Magtolis Briones' virtual press briefings held every Monday, and the Learning Resource and Platforms Committee (LRPC) meeting every Tuesday.

For your offline report submissions, please email it to the Office of the Undersecretary for Field Operations through usec.regops@deped.gov.ph, and copy furnish Planning Service - Planning and Programming Division through ps.ppd@deped.gov.ph and Bureau of Learning Resource (BLR)-Manila through blr.ed@deped.gov.ph.

¹ For the 9th Readiness Report, the deadline was adjusted to provide field offices ample time to accomplish the template. For the succeeding reports, the Friday, 5:00 PM cut-off shall apply.

In line with this, the National Educators Academy of the Philippines (NEAP) has instructed School Heads to accomplish the Pre-implementation section of the Readiness Assessment Tool in Module 3 of the Learning Delivery Modalities Course. Results of the Readiness Assessment should be submitted online through bit.ly/ldmready on or before September 30, Wednesday at 12:00 noon. ROs and SDOs will then be furnished with the consolidated Readiness Assessment results.

Lastly, for further inquiries, please direct the concerns to the respective Offices:

Type of Concern	Concerned Office
Readiness Report Template-related technical concerns (i.e., troubleshooting of the Google sheet)	Planning Service - Planning and Programming Division ps.upd@deped.gov.ph
Learning Resources (i.e. SLMs) related concerns	Bureau of Learning Resource blr.od@deped.gov.ph
Other concerns (i.e., partnerships, trainings, health protocols, and other data requested in the template)	Office of the Undersecretary for Field Operations usec.regops@deped.gov.ph

For your guidance and strict compliance.

Thank you.