



2022-46797

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

DA-2022-62-069  
DEPED MALAYBALAY CITY DIVISION  
RELEASED  
DATE: 6-7-2022 TIME: 6:05 pm  
~~FEB 8 7 2022~~

**Division MEMORANDUM**  
No. 069, s. 2022

**TO:** Assistant Schools Division Superintendent  
Chief Education Supervisor, SGOD and CID  
Public Elementary and Secondary School Heads  
School DRRM Coordinators  
ICON of Forest Coordinators  
All Others Concerned

**FROM:** VICTORIA V. GAZO  
Schools Division Superintendent

**DATE:** February 2, 2022

**SUBJECT: SUBMISSION OF DETAILED INVENTORY OF TREES PLANTED FOR THE ICON OF FOREST**

In relation to the implementation of expanded ICON of Forest project, School Heads are directed to accomplish the attached form and submit it on or before **February 9, 2022**, through <https://tinyurl.com/detailedInventoryICONForest>.

For compliance.

Encl: As stated

Copy Furnished: Records Unit | DRRM



Instructions: Please accomplish the form below. Submit the accomplished form with signature through <https://tinyurl.com/detailedInventoryICONForest> on or before February 9, 2022.

**LEGEND:**

TREE 1 - the name of the first tree planted

SITE PLANTED - the area or site where the tree was planted, e.g., within school and adopted tree park in the community

TREE 2 - the name of the second tree planted. Note that if there are more than two trees planted, write the name of the trees, number planted, and their status at Remarks column.

STATUS - status of the plant whether it is alive or dead

**SCHOOL:**

**NO. OF TEACHING PERSONNEL:**

**NO. OF NON-TEACHING PERSONNEL:**

**NO. OF ENROLLEES:**

NO.	NAME	POSITION	TREE 1	SITE PLANTED	STATUS	TREE 2	SITE PLANTED	STATUS	REMARKS

Prepared by:

Approved by:

ICON OF FOREST COORDINATOR

SCHOOL HEAD