



Republic of the Philippines
Department of Education
Region V (Bicol)
DIVISION OF CATANDUANES
Virac, Catanduanes



RELEASED

DIVISION MEMORANDUM

No. 25 s. 2018

DepEd, Division of Catanduanes

RECORDS SECTION

Date FEB 08 2018

Time: 11:20 AM

Initial/Signature: [Signature]

TO : School Heads
All Concerned

FROM : 
SOCORRO V. DELA ROSA, CESO VI
Schools Division Superintendent

SUBJECT : **REMINDER ON THE LATE SUBMISSION OF SCHOOL REPORT CARDS (SRC) FOR
THE OCTOBER 2017 REPORTING PERIOD**

DATE : FEBRUARY 8, 2018

In the first Regional Management Committee meeting held on February 5, 2018, it was noted that the SRC submission for October 2017 reporting period, out of 276 schools only 153 has actually submitted as of January 29, 2018. It is broken down as follows: 134 out of 234 elementary schools and 19 out of 42 secondary schools.

It should be noted that such poor submission rate negatively affects the performance evaluation of the whole Division of Catanduanes. As such, this office is constrained to require all schools that do not have yet their SRC for October 2017 reporting period to submit said report not later than February 15, 2018,

Late submissions of SRC and other reports required by this office shall be duly noted in the Office Performance Commitment and Review Form (OPCRF) of the School Head. Tracking of submission of reports will now be a primary concern in the performance evaluation of schools and this will surely impact on the Performance-Based Bonus (PBB) of schools.

For strict compliance.