



Republic of the Philippines
Department of Education
REGION V - BICOL

00302415

16 Feb 2024

REGIONAL MEMORANDUM
No. 000178, s. 2024

DISSEMINATION OF THE OFFICE MEMORANDUM OO-OSEC-2024-003 ON THE
DEPARTMENT OF EDUCATION SCHOOLS REPOSITORY FORM

To : Assistant Regional Director
Schools Division Superintendents
Assistant Schools Division Superintendents
Planning Officers
All Others Concerned

- For the information and guidance of all concerned, enclosed is a copy of the Office Memorandum OO-OSEC-2024-003 dated February 15, 2024, titled "Department of Education Schools Repository Form."
- With this, the Principals/School Heads/Teachers-In-Charge of all the public schools of DepEd Region V shall accomplish and submit the DSRF through this designated link https://bit.ly/Region5_DSRF on or before March 27, 2024.
- Immediate dissemination of and strict compliance with this Memorandum is desired.

GILBERT T. SADSAD
Regional Director

Encl.: As stated.

To be indicated in the Perpetual Index
under the following subjects

LEARNERS FORMS REPOSITORY SCHOOLS

PPRD/msc
02/16/2024



Republic of the Philippines
Department of Education
Region V - Bicol
SCHOOLS DIVISION OFFICE OF CATANDUANES

February 20, 2024

TO : Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors/In-Charge of the District
Public Elementary and Secondary School Heads
All Others Concerned

DEPED DIVISION OF CATANDUANES
RECORDS SECTION
RELEASED
21 FEB 2024

For information, guidance and strict compliance.

By Authority of the Schools Division Superintendent

ATTY. NORLITO JR. P. AGUNDAY
Attorney - III
Officer-in-Charged



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DepEd Tayo Region V - Catanduanes





Republic of the Philippines
Department of Education
 REGION V - BICOL



16 Feb 2024

REGIONAL MEMORANDUM
 No. **000178**, s. 2024

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To : Assistant Regional Director
 Schools Division Superintendents
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 Planning Officers
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GILBERT T. SADSAD
 Regional Director

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LEARNERS

FORMS

REPOSITORY

SCHOOLS

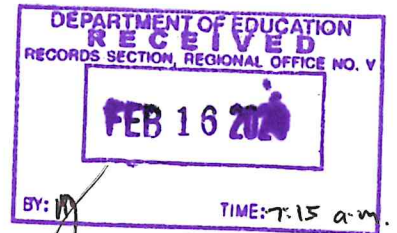
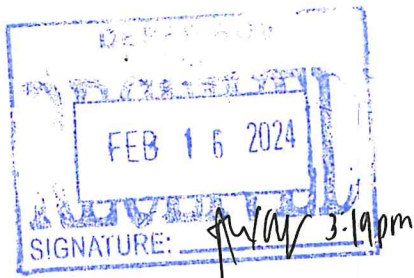
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Regional Center Site, Rawis, Legazpi City 4500

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Republic of the Philippines
Department of Education

FEB 15 2024

OFFICE MEMORANDUM
OO-OSEC-2024-003

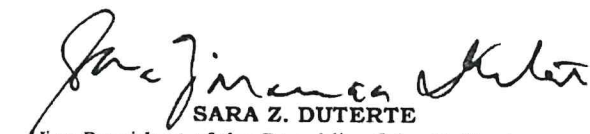
To: Regional Directors
Assistant Regional Directors
Schools Division Superintendents
Public School Heads
All Others Concerned

DEPARTMENT OF EDUCATION SCHOOLS REPOSITORY FORM

1. The Department of Education (DepEd), through the Office of the Secretary, mandates the creation of an updated and accurate record of the basic profile of all public schools nationwide. As such, the Department is introducing the **DepEd Schools Repository Form (DSRF)**.
2. All DepEd public schools in the country are required to submit their respective DSRF form and file information on its basic profile, classroom condition, and basic facilities.
3. **To ensure the accuracy of the information to be submitted and establish accountability, only the school principals/school head/teacher-in-charge of each school shall accomplish and submit the DSRF.**
4. Each region is designated with their exclusive DSRF form that may only be used by schools under their jurisdiction.
5. The DSRFs may be accessed through the following links:
 - a. Region I - https://bit.ly/Region1_DSRF
 - b. Region II - https://bit.ly/Region2_DSRF
 - c. Region III - https://bit.ly/Region3_DSRF
 - d. Region IV-A - https://bit.ly/Region4A_DSRF
 - e. Region IV-B - https://bit.ly/Region4B_DSRF
 - f. Region V - https://bit.ly/Region5_DSRF
 - g. Region VI - https://bit.ly/Region6_DSRF
 - h. Region VII - https://bit.ly/Region7_DSRF
 - i. Region VIII - https://bit.ly/Region8_DSRF
 - j. Region IX - https://bit.ly/Region9_DSRF
 - k. Region X - https://bit.ly/Region10_DSRF
 - l. Region XI - https://bit.ly/Region11_DSRF
 - m. Region XII - https://bit.ly/Region12_DSRF
 - n. Region XIII - https://bit.ly/Region13_DSRF
 - o. Cordillera Administrative Region - https://bit.ly/CAR_DSRF

p. National Capital Region - https://bit.ly/NCR_DSRF

6. Consequently, all regional directors and schools division superintendents are mandated to provide the necessary assistance to schools under their jurisdiction relative to the accomplishment of the DSRF.
7. All schools shall submit their DSRF no later than **March 31, 2024**.
8. For more information, please contact **Ms. Patricia Morales** of the **Office of the Secretary** through email at osec@deped.gov.ph or at telephone number (02) 8637-5948.
9. Immediate dissemination of this Memorandum is desired.


SARA Z. DUTERTE
Vice President of the Republic of the Philippines
Secretary of the Department of Education

JDMC,APA, MPC, OM DepEd Schools Repository Form
0059 - February 15, 2024



DepEd Schools Repository Form for Region V

The Office of the Secretary (OSec) - Department of Education (DepEd) is mandating the creation of a database that will provide the basic profile of all public schools nationwide. As such, it is introducing the DepEd Schools Repository Form (DSRF) which shall be accomplished by each school all over the country.

The School Principal/School Head/Teacher-in-Charge of each DepEd school shall be responsible in accomplishing and submitting their respective DSRF on or before January 31, 2024.

For clarifications and other queries, please contact Ms. Patricia Morales of the Office of the Secretary through mobile number +63945-495-4999.

IMPORTANT NOTES:

- 1. This form is specifically provided for schools under the jurisdiction of Region V only.***
- 2. The School Principal/School Head/Teacher-in-Charge of each DepEd school shall be the persons responsible in accomplishing and submitting their respective DSRF.***
- 3. Please use your DepEd email address when filling up this form.***

mercy.castillo1@deped.gov.ph [Switch account](#)



* Indicates required question

Email *

cjelcy@yahoo.com

Complete Name of School *

NOTE: NO ABBREVIATIONS. Complete school name only. (Ex: Pasig Elementary School)

School ID *



Classification *

- Elementary School only
- Junior High School only
- Elementary and Junior High School only
- Junior High School and Senior High School only
- Integrated (Elementary, Junior High School, and Senior High School)

Complete Name of Principal/School Head/Teacher-in-Charge *

.

Mobile Number of Principal/School Head/Teacher-in-Charge *

.

DepEd Email Address of Principal/School Head/Teacher-in-Charge *

.

Province *

.

City/Municipality *

.



Barangay

Schools Division Office *

Albay ▼

Satellite coordinates of school (if available)

How do I find my satellite coordinates?

1. On your computer, open Google Maps.
2. Right-click the place or area on the map. This will open a pop-up window. You can find your latitude and longitude in decimal format at the top.
3. To copy the coordinates automatically, left click on the latitude and longitude.

Number of Teaching Personnel with National Plantilla Item *

Number of Non-teaching Personnel with National Plantilla Item *

Number of Teaching Personnel with Locally-Funded Item *



Number of Non-teaching Personnel with Locally-Funded Item *

.

Number of Elementary enrollees for SY 2023-2024 *

NOTE: If inapplicable, please indicate N/A on the answer box.

.

Number of Junior High School enrollees for SY 2023-2024 *

NOTE: If inapplicable, please indicate N/A on the answer box.

.

Number of Senior High School enrollees for SY 2023-2024 *

NOTE: If inapplicable, please indicate N/A on the answer box.

.

Amount of annual MOOE for SY 2023-2024 *

.

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DepEd Schools Repository Form for Region V

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* Indicates required question

Classrooms and other learning spaces

Total Number of Classrooms (Note: Please DO NOT include makeshift classrooms * and temporary learning spaces)

.

Number of rooms used for classes *

.

Number of rooms that are currently not being used as of filing of this form *

.

Number of room/s used as faculty room/s *

.

Number of makeshift classrooms as of filing of this form *

.

Number of temporary learning spaces as of filing of this form *

.

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DepEd Schools Repository Form for Region V

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* Indicates required question

Availability of basic facilities/resources

Number of **functional** handwashing facilities *

.

Number of **non-functional** handwashing facilities *

Handwashing facilities that are defective, have no water supply, etc.

.

Does your school have campus-wide wifi connection? *

Yes

No

Does your school have a perimeter fence? *

NOTE: For schools with partial/incomplete perimeter fence, please choose "Other" and indicate its status/condition.

Yes

No

Other:



Does your school have a facility for a school clinic? *

Yes

No

Does your school have a facility for a school canteen? *

Yes

No

Does your school have a gymnasium/basketball court? *

Yes

No

Not applicable due to lack of area/space

A copy of your responses will be emailed to the address you provided.

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