

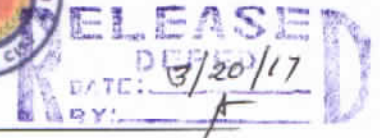


Republic of the Philippines



Region I

**SCHOOLS DIVISION OFFICE**  
Dagupan City



Division Memorandum No. 38, s. 2017

To: Public Schools District Supervisors  
Elementary School Principals/Heads/OICs

From: **FROSERFINA J. BRAVO**  
Schools Division Superintendent 

Subject: **Submission of the Year – End School Report Card (SRC)**

Date: March 16, 2017

1. Relative to DepEd Order No. 44, s. 2015 entitled Guidelines on the Enhanced School Improvement Planning (SIP) Process and the School Report Card (SRC), the SRC shall be presented twice: during the mid – year (October) and year – end (March) general assemblies.
2. Furthermore, the DepEd Order mandates the schools to provide the SDO a copy of the Year – End SRC to better determine the appropriate support and guidance to be given to schools.
3. All public elementary and secondary schools are hereby advised to submit a copy of the Year – End School Report Card to the SDO c/o **SGOD Chief ES Maria Linda R. Ventenilla**, Division SBM/SIP Coordinator, on or before **March 22, 2017**.
4. Widest and immediate dissemination of this Memorandum is desired.