



January 31, 2020



REGIONAL MEMORANDUM

No. 073, s. 2020

**MONITORING OF THE CONDUCT OF EARLY REGISTRATION FOR THE
INCOMING KINDERGARTEN, GRADES 1, 7 AND 11**

TO: SCHOOLS DIVISION SUPERINTENDENTS
This Region

1. The field is hereby informed of the scheduled monitoring of the Conduct of the Early Registration for the Incoming Kindergarten, Grades 1, 7 and 11 for SY 2020-2021, re: DepEd Order No. 03, s. 2018, Basic Education Enrollment Policy dated January 16, 2018 which was issued by Sec. Leonor Magtolis Briones.
2. The objectives of the monitoring are the following :
 - a. to update status of early registration ;
 - b. to gather issues, best practices and feedback ; and
 - c. to provide technical assistance.
3. All RO teams shall conduct monitoring on the 1st week of registration. The School Governance Operations Division (SGOD) of SDOs shall arrange the schools to be visited and coordinate with the RO monitoring teams. The SGOD shall also provide the RO teams the progress monitoring report weekly using the link : Learner Information System (LIS).
4. Compensatory Time- Off (CTO) will be given to those who will monitor during Saturdays and Sundays as provided in CSC & DBM Joint Circular No. 2, s. 2004 dated October 4, 2004 entitled "Non- monetary Remuneration for Overtime Services Rendered "
5. Attached are the schedule of the RO monitoring teams assigned in the different divisions starting tomorrow, February 1 up to March 6, 2020 and the monitoring tool.
5. For your information and guidance.


FRANCIS CESAR B. BRINGAS, CESO V
OIC – Office of the Regional Director

PPRD/mfa
01/31/2020



2020-01-1688

DCC No.: DepEdRO13-F-REC-013/R2/9-4-2019



ISO 9001:2015 CERTIFIED
Certificate No.:
UAE/QMS/2019/1938

(085) 342 - 8207
(085) 342 - 7347
(085) 342 - 3888

 caraga@depd.gov.ph

 caraga.deped.gov.ph



MONITORING ON THE EARLY REGISTRATION FOR INCOMING KINDERGARTEN, GRADES 1, 7 AND 11

Division: _____
Name of School: _____
District : _____

Date: _____
Total No. of Teachers _____
No. of Teachers Present _____

A. ENROLMENT BY PROGRAM :

GRADE LEVEL	ENROLMENT		TRANSFERRED IN		TOTAL
	MALE	FEMALE	MALE	FEMALE	
KINDERGARTEN					
GRADE 1					
GRADE 7					
GRADE 11					
TOTAL					

B. CHECKLIST:

	YES	NO	REMARKS
1. Registration Desk			
2. Information Dissemination and Advocacy Campaign			
• House to house campaign			
• Tarpaulins			
• Banners			
• Brochures			
• Post on social media (Facebook, Instagram, ect.)			
• Secure Radio, television broadcast and Advertisement			
3. Conduct of Mapping			
4. Implementation of No Collection Policy			
5. Implementation of Child Protection Policy			
6. Presence of Stakeholders			
7. Others			

C.

ISSUES & CONCERNS	BEST PRACTICES	FEEDBACK	TECHNICAL ASSISTANCE

RO Monitoring Team:

1. _____
2. _____
3. _____

SDOs Monitoring Team:

1. _____
2. _____
3. _____

Noted by:

Principal

QAD/vas
1/29/20



ISO 9001:2015 CERTIFIED
Certificate No.:
UAE/QMS/2019/1938



(085) 342 - 8207
(085) 342 - 7347
(085) 341- 3899



caraga@deped.gov.ph



caraga.deped.gov.ph

SCHEDULE OF MONITORING FOR THE EARLY REGISTRATION

February 1 - March 6, 2020

Monitoring Team

Division

Team A:

Dr. Gilbert L. Gayrama -Team Leader

Butuan City

Dandee Jonathan F. Monton

Agusan del Norte

Dr. Celsa M. Cataluña

Cabadbaran City

Team B:

Marilyn F. Antiquina - Team Leader

Bayugan City

Elsie D. Mongado

Agusan del Sur

Team C:

Dr. Edmund D. Mendoza - Team Leader

Siargao

Glenn Aspe

Surigao City

Dr. Marygold C. Silao

Team D:

Margarita T. Delima - Team Leader

Dinagat islands

Judith D. Gatab

Surigao del Norte

Dr. Virginia A. Seña

Team E:

Dr. Caroline L. Guerta - Team Leader

Surigao del Sur

Dr. Elan Elpidang

Tandag City

Dr. Jesus D. Noño

Bislig City