



Republic of the Philippines
Department of Education
Region VIII

SCHOOLS DIVISION OF TACLOBAN CITY

November 14, 2022

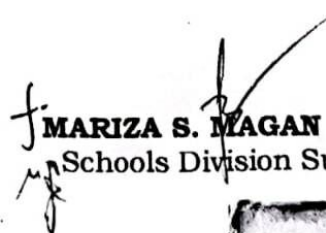
DIVISION MEMORANDUM

No. 588 s. 2022

UTILIZATION OF THE FIRST GRADING PROMEDS FOR THE PRIVATE SCHOOLS

**To: Office of the Public Schools District Supervisors (PSDS)
Private Elementary and Secondary Schools
Private Senior High Schools
All Others Concerned**

1. The School Governance and Operations Division (SGOD) through the M&E Unit issues this Division Memorandum for the effective and efficient utilization of the first grading PROMEDS.
2. The template can be accessed and downloaded in the Private Schools GC.
3. The school shall submit the following to the district supervisor:
 - a. Accomplished e-copy of the 1st Grading PROMEDS
 - b. 2 Printed copies PROMEDS with the School Head's Validation Sheet (see the attached sample print), **1 copy for PSDS, & 1 Copy for school**
4. The PSDS shall submit the following to the Division M&E Coordinator:
 - a. PROMEDS (e-copy) of all schools in his or her district
5. **The deadline for the submission is November 25, 2022.**
6. Immediate dissemination of this Memorandum is desired.


MARIZA S. MAGAN EdD, CESO V
Schools Division Superintendent



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RELEASED

Date: 11-15-22

Time: 6:06

Signature: 