



Republic of the Philippines
Department of Education
Region VIII
DIVISION OF TACLOBAN CITY
Tacloban City

April 18, 2023

DIVISION MEMORANDUM

No. 217, s. 2023

TO: Chief Education Supervisor
Education Program Supervisors
Public Schools District Supervisors
Public and Private Elementary School Heads
All Others Concerned

**SUBMISSION OF CID REPORTS AND THE USE OF CID M&E TOOL
FOR CY 2023**

1. Pursuant to Executive No. 605, s. 2007 and DepEd Order No. 009, s. 2021 and towards consistent, effective and efficient delivery of basic education services across all levels, the Curriculum Implementation Division hereby informs all CID Personnel of the submission of reports for calendar year 2023.

2. This memorandum aims to provide the CID office pertinent documents and information to upgrade systems, processes, and people capacity to ensure consistency in the delivery of Quality Service and to foster continuous improvement that are essential in the enhancement of a sustained client satisfaction. To wit;


Particular	Deadline
Weekly Report	Every Friday at 5:00 PM
Monthly Report	Every 1 st Monday of the following month
Quarterly Report	Every 1 st Monday of the next month



Semi-Annual Report	First Monday of July
Annual Report	First Monday of January

3. Enclosure Nos. 1 and 2, s.2023 to Division Memorandum No. ___ s. 2023 are the checklist and CID M&E Tool attached hereto as a tool for your compliance.

4. For Information of guidance and compliance with this Memorandum is desired


JUDELLA RUIZ-LUMPAS, EdD, CESO VI
Schools Division Superintendent

9/25/23
9:08

Reference: As stated
Enclosure: As stated

To be indicated in the Perpetual Index under the following subjects:

Submission of CID Reports 2023