



Republic of the Philippines  
Department of Education  
REGION VIII – EASTERN VISAYAS  
SCHOOLS DIVISION OF TACLOBAN CITY

August 7, 2023

DIVISION MEMORANDUM  
NO. 472, S. 2023

CONDUCT OF MONITORING OF ENROLLMENT ACTIVITIES FOR SY 2023-2024

TO: ASSISTANT SCHOOLS DIVISION SUPERINTENDENT  
FUNCTIONAL DIVISION CHIEFS  
EDUCATION PROGRAM SUPERVISORS  
PUBLIC SCHOOLS DISTRICT SUPERVISORS  
DIVISION UNIT & SECTION HEADS  
PUBLIC, PRIVATE & SUCs SCHOOL HEADS  
OTHERS CONCERNED PERSONNEL

1. This Office informs the field relative to the monitoring of the conduct of the enrollment for SY 2023-2024 as per guidance of DepEd Memorandum No 043, s. 2023.
2. Enrollment shall commence starting August 7 and will end on August 26, 2023.
3. All Public Schools District Supervisors shall monitor their respective schools on the conduct of the enrollment activity, oplan-balik eskwela advocacy and other inclusive education programs, while the following concerned Education Program Supervisors/ Division Focal shall render technical assistance to schools with the following programs and on their implementation:
  - a. Kindergarten Program- Dr. Juliet L. Lim
  - b. Senior High School Curriculum - Dr. Arnulfo Q. Banzon
  - c. SPED & Inclusive Education Programs- Dr. Miguel Jr. V. Dumas
  - d. Alternative Learning System & Flexible Learning Options-  
Ranulfo I. Baay
  - e. Special Program for the Arts & Private Schools- Dr. Jessica M. Abril
  - f. MADRASAH & IPED- Ronald B. Llaneta
  - g. Foreign Language- Annie D. Pagatpat

8/8/23  
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4. Other Education Program Supervisors not indicated here are advised to work closely with their respective DFTACT assignment.
5. Existing monitoring tools shall be utilized or enhanced by the proponents with the approval of the respective Chief before their utilization.
6. Frequency of monitoring and report generation shall follow this scheme:
  - a. August 11, 2023
  - b. August 18, 2023
  - c. August 31, 2023
7. Reports shall be submitted to the CID Chief copy furnish the Office of the SGOD through the Planning & Research Section care of the Planning Officer for office file, data report ready for the utilization of our Division Information Officer Dr. Nilo M. Eder.
8. For information, guidance, and compliance of all concerned.

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