



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

June 26, 2024

DIVISION MEMORANDUM
 No. 446, s. 2024

CONDUCT OF ENROLLMENT & MONITORING FOR SCHOOL YEAR 2024-2025

To: ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
 CHIEF, CURRICULUM IMPLEMENTATION DIVISION
 CHIEF, SCHOOL GOVERNANCE & OPERATIONS DIVISION
 HEADS OF PUBLIC, PRIVATE SCHOOLS & SUCs offering Basic Education
 All Others Concerned

1. Attached herewith is the DepEd Memorandum No. 032, s. 2024 titled "ENROLLMENT GUIDELINES FOR SCHOOL YEAR 2024-2025" for adoption & compliance of all schools. Enrollment period shall start on July 3, 2024 (Wednesday) and end on July 26, 2024 (Friday)
2. Anent to this, all schools are directed to update their crafted and approved Enrollment & Inclusive Education Strategic and Implementation Plan incorporating all pertinent provisions of DepEd Memorandum 032, s. 2024.
3. Monitoring Teams shall be designated through the respective DFACTs to:
 - i. Monitors the progress of the enrollment activity weekly through the crafted/approved enrollment & inclusive education strategic and implementation plan by tracking the enrollment data per school under the DFACTs.
 - ii. Renders Technical Assistance through FGDs and Advocacy meetings.
 - iii. Submits weekly consolidated Enrollment Activity Progress Report using the designated template to the Office of SGOD Chief through the Planning Officer at this email address: angelo.alcaraz@deped.gov.ph
4. Indicative Timeline of Activities, List of Monitors, & Monitoring Tool are hereby attached as enclosures.
5. For clarifications and relevant queries, kindly connect with MR. ANGELO V. ALCARAZ, *Planning Officer III*, on this contact no. 09675081925.
6. Expenses incurred relative to the conduct of this activity shall be charged to MOOE/Local Funds subject to procurement, accounting, & auditing rules and regulations.
7. Immediate dissemination of and strict compliance with this Memorandum are desired.

Sherlita

SHERLITA A. PALMA EdD, CESO VI
 Assistant Schools Division Superintendent
 Office -In-Charge
 Office of the Schools Division Superintendent

Enclosures: DM 032, s. 2024, Indicative Timeline of Activities, List of Monitors & Monitoring Tool
 Reference: DO 03, s. 2018 & DO 03, s. 2024
 To be indicated in the Perpetual Index under the following subjects:

ENROLLMENT BOSY ACCESS TO EDUCATION LEARNERS

AVA/PLOIII
 June 26, 2024



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 /cmvillamor2024



RELEASED
 Date: 6/28/24
 Time: 1:03
 Signature: _____