



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

February 21, 2025

DIVISION MEMORANDUM
No. 72, s. 2025

SUBMISSION OF THE FY 2024 ZERO BACKLOG REPORT

To : Assistant Schools Division Superintendent
Chief Education Supervisors
Public School District Supervisors
Elementary and Secondary School Heads
Division Unit Heads/Section Heads
This Division
All Others Concerned

1. Pursuant to Memorandum DM-OUHROD-2025-0410 from Wilfredo E. Cabral, Undersecretary of Human Resource and Organizational Development and Vice-Chairperson of DepEd Committee on Anti-Red Tape, titled "*Submission of the FY 2024 Zero Backlog Report*", Division Unit Heads/Section Heads, and all Elementary and Secondary School Heads under the Schools Division of Tacloban City are hereby directed to comply with the submission of the FY 2024 DepEd Zero Backlog Report covering the period January 1 to December 31, 2024, for services declared in their respective Citizen's Charters.
2. Accordingly, under Section 10 of Republic Act No. 11032 or the Ease of Doing Business and Efficient Government Service Delivery Act of 2018: "if a government office or agency fails to approve or disapprove an original application or request for issuance of license, clearance, permit, certification, or authorization within the prescribed processing time, said application or request shall be deemed approved: Provided, That all required documents have been submitted and all required fees and charges have been paid."
3. The Schools Division Offices (SDOs) should report data for the SDO and data collected from school under its jurisdiction and should accomplish the applicable online form **on or before 28 February 2025, 6:00 pm.**

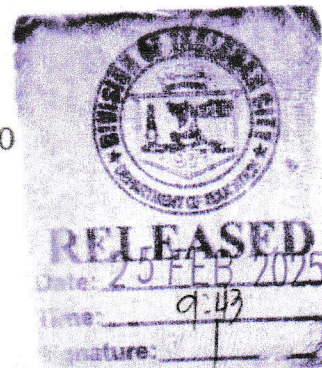


Address: 3rd Floor, DepEd – Tacloban City
Real Street, Tacloban City 6500
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4. To ensure accurate and timely submission, all units and schools are instructed to fill in the provided link <https://tinyurl.com/2024-ZEROBACKLOG> with the required data until February 26, 2025.
5. For more details, please see the attached DepEd Memorandum.
6. Immediate dissemination of and strict compliance with this Memorandum are directed.

Sherlita
SHERLITA A. PALMA EdD, CESO VI
OIC-Schools Division Superintendent

Enclosure: Memorandum DM-OUHROD-2025-0410
Reference: none



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