



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

6 JANUARY 2022

DIVISION MEMORANDUM
No. 009 s. 2022

**SUBMISSION OF ENDORSEMENT OF SCHOOLS/OFFICE
STREAMLINING/DIGITALIZATION REPORT 2021 AND SCHOOL CITIZEN'S
CHARTERS**

To: OIC - Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public Elementary and Secondary Schools
Heads, Unit/Section
All Others Concerned

1. The City Schools Division of Tayabas is reiterating the submission and uploading of School Citizen's Charter of all schools in compliance with the DM-HROD-2021-0242 entitled **Updating the DepEd Citizen's Charter for FY 2021**.
2. All School Heads are expected to submit and upload the duly-signed **Endorsement Letter** for Streamlining/Digitalization Report 2021 together with respective **School Citizen's Charters** on this google drive link: <https://tinyurl.com/citizenscharterSDOtayabas> on or before January 10, 2022 at 12:00 noon for consolidation, submission, and monitoring.
3. To further discuss this concern, all school heads are invited for a short meeting on January 7, 2022 at 2:00pm via google meet link: <https://meet.google.com/wgn-xnmr-szj>.
4. Immediate dissemination and prompt action on this memorandum is directed.


GERLIE M. ILAGAN, CESO VI
Assistant Schools Division Superintendent
OIC-Office of the Schools Division Superintendent



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