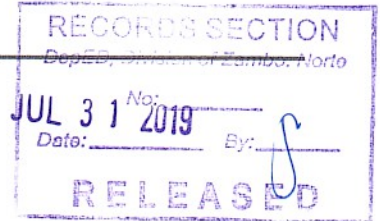




Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Dipolog City 7100



MEMORANDUM

TO : Assistant Schools Division Superintendents
Chiefs, CID & SGOD
Public Schools Division Supervisors
Principals/School Heads, Public Elem, HS & Integrated Schools
All Others Concerned

FROM : THE OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

SUBJECT : SUBMISSION OF THE ACCOMPLISHED ELECTRONIC SCHOOL REPORT CARD (e-SRC) OFFLINE FACILITY, FOR S.Y. 2018-2019

DATE : July 30, 2019

- The electronic school report card (e-SRC) has been developed to aid the schools in presenting their performance to the school stakeholders in a much more efficient and effective way;
- Anticipating a DepEd Central Office directive for the uploading of school report card for S.Y. 2018-2019 using the said offline facility, this Office hereby instructs the field for compliance of the subject. Below is the timetable for reckoning of all concerned, to wit:

No.	Activity	Target Date	Concerned Office / Persons
1	Inputting/Transferring of SRC data from old SRC templates to the e-SRC offline facility	On or before August 15, 2019	School Planning Team
2	Submission of accomplished e-SRC to the district	On or before August 30, 2019	School Heads, PSDS and/or District M & E Coordinator
3	Consolidation of e-SRC at the district offices	On or before September 5, 2019	PSDS, District M & E Coordinator and/or SBM Coordinator
4	Submission of by-district consolidated (filed) e-SRC to the Division Office (thru e-mail: monitoringzn@gmail.com or in USB)	On or before September, 2019	PSDS , Division M & E/ SBM Coordinator, & District ICT Coordinator
5	Uploading of e-SRC to the system to the Central Office	Sometime in October 2019 (per pronouncement): (Note: Uploading could be from school to DepEd CO directly)	School Heads, Division SBM Coordinator, School/Division ICT Coordinator

- The e-SRC offline facility has already been cascaded to the districts thru the PSDSs and district M & E Coordinators. For further inquiry, feel free to direct your call or text to **SEPS Wilson H. Inding** or **EPS II Jed A. Nieves** thru **0998-262-2462 OR 0909-755-2642**, accordingly;
- Wide dissemination of this Memorandum is desired.


PEDRO MELCHOR M. NATIVIDAD, CESE
Schools Division Superintendent