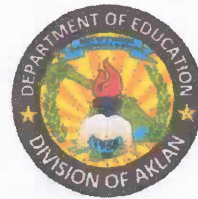




Republic of the Philippines
Department of Education
Region VI – Western Visayas
DIVISION OF AKLAN

Archbishop Gabriel M. Reyes Street, Kalibo, Aklan



November 14, 2019

DIVISION MEMORANDUM

No. 409, s. 2019

**ORIENTATION-WORKSHOP ON THE UTILIZATION OF
ELECTRONIC SCHOOL REPORT CARD (eSRC)**

To: **Chief Education Supervisors
Education Program Supervisors
Senior/Education Program Specialists
Public Schools District Supervisors
Heads, Public Elementary, Secondary and Integrated Schools
All Others Concerned**

1. The Department of Education-Division of Aklan, through the School Governance and Operations Division will conduct the Orientation-Workshop on the Utilization of Electronic School Report Card (eSRC) on November 22, 2019 at Aklan Training Center, Function Hall 2, Old Buswang, Kalibo, Aklan.
2. This activity aims to capacitate school heads on the use of eSRC.
3. Participants to this activity are the 19 District Planning Coordinators (1 per district), 19 District SBM Coordinators (1 per district), 19 Secondary School Heads (1 per district) and 13 division support staff.
4. Each participants must bring sample data on 19 indicators in the SRC, a laptop, pocket WIFI and an extension cord.
5. ***"It is understood that in the conduct of this activity, there shall be no discrimination in the provision of Learning and Development interventions on the account of age, school, gender, civil status, disability, religion or other similar factors/personal circumstances that run counter to the principles of equal opportunity."***
6. Expenses relative to the conduct of this activity shall be charged against the Division INSET funds while travel expenses of the participants shall be charged against local/ school MOOE funds, subject to the usual accounting and auditing rules and regulations.
7. Immediate and wide dissemination of this Memorandum is desired.


MIGUEL MAC D. APOSIN Edd, CESO V
Schools Division Superintendent 

Enclosures : NONE

Reference : DO No. 44, s. 2015 and RM No. 176, s. 2019

To be indicated in the Perpetual Index
under the following subjects:

POLICY

PROGRAM

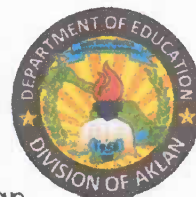
SCHOOLS

MCV



Republic of the Philippines
Department of Education
Region VI – Western Visayas
DIVISION OF AKLAN

Archbishop Gabriel M. Reyes Street, Kalibo, Aklan



**ORIENTATION-WORKSHOP ON THE UTILIZATION OF
ELECTRONIC SCHOOL REPORT CARD (eSRC)**

November 22, 2019

Aklan Training Center, Function Hall 2, Old Buswang, Kalibo, Aklan

MATRIX

Time	Activities
7:30-8:00 A.M.	Arrival and Registration
8:00 – 9:00 A.M.	Opening Program
9:00-10:00 A.M.	Session 1 The Electronic Report Card
10:00-12:00 N.N.	Session 2 eSRC Template
12:00-1:00 P.M.	Lunch Break
1:00-3:00 P.M.	Workshop
3:00-4:00 P.M.	Presentation and Submission of Output
4:00-5:00 P.M.	Closing Program

Prepared by:

MILGIE C. VILLAREAL

Planning Officer III

APPROVED:

MIGUEL MAC D. APOSIN EdD, CESO V

Schools Division Superintendent