



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM

No. **263**, s. 2026

23 APR 2026

DISSEMINATION OF QUESTIONNAIRE ON SCHOOL FORMS AND GATHERING OF INPUTS FROM TEACHERS AND SCHOOL HEADS

To: Chief Education Supervisors (CID & SGOD)
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. In reference to the national memorandum DM-OUHRODI-2026-1125 dated April 10, 2026, titled "Dissemination of Questionnaire on School Forms and Gathering of Inputs from Teachers," this Office, through the Bureau of Human Resource and Organizational Development (BHROD), seeks to gather data to streamline administrative workloads and support the development of the School-wide Integrated Governance and Administration for Systematic Instructional Guidance (SIGASIG).
2. All School Heads and Teachers within this Division are encouraged to voluntarily provide their inputs, comments, and insights regarding the challenges encountered in accomplishing and managing school forms.
3. Participation in this activity is optional; however, the involvement of all teaching and non-teaching personnel is highly encouraged to ensure that local challenges are represented in the evidence-based improvement of school processes.
4. The online questionnaire can be accessed through the following link:
<http://tinyurl.com/ConcernsOnForms>
5. All responses must be submitted on or before April 30, 2026 (Thursday).
6. For queries or technical clarifications, schools may coordinate with the Curriculum Implementation Division. Alternatively, direct inquiries may be sent to bhrod.od@deped.gov.ph.
7. Immediate and wide dissemination of this Memorandum is desired.


ANSELMO R. ALUDINO
Schools Division Superintendent



DepEd Batac City



batac.city@deped.gov.ph



www.csdbatac.com

Asuncion Street, 16-S Quiling Sur,
City of Batac, Ilocos Norte
Telephone No.: (077) 677-1993

Encl.: None
Reference: DM-OUHRODI-2026-1125
To be included in the Perpetual Index
Under the following subject:

QUESTIONNAIRE SCHOOL FORMS

CID /mbs/DM-QuestionnaireOnSchoolFormsAndGatheringOfInputsFromTeachersAndSchoolHeads
2605883/26122/April 23, 2026



Asuncion Street, 16-S Quiling Sur,
City of Batac, Ilocos Norte
Telephone No.: (077) 677-1993



SDCB RECORDS UNIT
2605883


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Department of Education
Schools Division of the City of Batangas
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TIME: 4:20

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT AND INFRASTRUCTURE

MEMORANDUM
DM-OUHRODI-2026-1125

FOR : **ALL REGIONAL DIRECTORS**
ALL SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED

FROM : 
WILFREDO E. CABRAL
*Undersecretary for Human Resource and Organizational
Development and Infrastructure*

SUBJECT : **DISSEMINATION OF QUESTIONNAIRE ON SCHOOL FORMS
AND GATHERING OF INPUTS FROM TEACHERS**

DATE : April 10, 2026

In line with the Department's efforts to streamline school processes and reduce teachers' administrative workload, the Bureau of Human Resource and Organizational Development (BHROD) is undertaking initiatives to gather inputs on existing challenges and issues related to school forms as part of the development of the **School-wide Integrated Governance and Administration for Systematic Instructional Guidance (SIGASIG)**.

In this regard, Regional Offices and Schools Division Offices are hereby requested to disseminate the online questionnaire to all teachers and school heads within their respective areas of jurisdiction and encourage their participation.

All teachers and school heads are invited to voluntarily provide their inputs, comments, and insights on the challenges encountered in accomplishing and managing school forms. Participation in this activity is optional and intended solely to support evidence-based improvements in school processes.

The questionnaire may be accessed through this link: **tinyurl.com/ConcernsOnForms**. Kindly ensure that responses are submitted **on or before April 30, 2026 (Thursday)**.

For further clarification, you may coordinate with **Ms. Margeaux Cadavez (0917 932 9403)** or **Mr. Richmond Manalang (0967 456 8579)** of the **BHROD-Office of the Director** through Viber, or via email at **bhrod.od@deped.gov.ph**.



Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT AND INFRASTRUCTURE



Kindly ensure that responses are submitted **on or before April 30, 2026.**

For further clarification, you may coordinate with **Ms. Margeaux Cadavez (0917 932 9403)** or **Mr. Richmond Manalang (0967 456 8579)** of the **BHROD–Office of the Director** through Viber, or via email at **bhrod.od@deped.gov.ph.**

Thank you.



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 8636654
Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.

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