



Republic of the Philippines  
**Department of Education**  
REGION VIII  
SCHOOLS DIVISION OF NORTHERN SAMAR

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June 22, 2021


Division Memorandum

No. 204 s. 2021

**Virtual Orientation among School Heads on the Preparation, Submission, and Checking of School Forms**

TO : Assistant Schools Division Superintendent  
CID & SGOD Chiefs  
EPSs, Unit Heads, PSDSs, PIC, Elem and Secondary School Heads  
Teacher – researchers  
All Others Concerned

1. In observing the standard process and protocols in the preparation, submission, and checking of School Forms conducted at the end of every school year, this Office, through the Planning and Research Unit shall conduct a virtual orientation among School Heads on the preparation, submission, and checking of School Forms (DEPED MEMO No. 14, s. 2021) on Friday, June 25, 2021.
2. This activity aims to ensure that the School Forms are prepared accordingly and accurately.
3. Google Meet link will be distributed a day before the virtual orientation.
4. Attached is the schedule of every district in the virtual orientation.
5. Immediate dissemination of this Memorandum is desired.

  
**GORGONIO G. DIAZ JR., PhD, CESO V**  
Schools Division Superintendent



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**Schedule of the Virtual Orientation**

District	Schedule	Link
Allen I	<b>June 25, 2021</b> <b>Friday</b> <b>8:00-9:30</b>	
Allen II		
Biri		
Bobon		
Capul		
Catarman I		
Catarman II		
Catarman III		
Catarman IV		
Lavezares I		
Lavezares II		
Lope de Vega		
Mondragon I		
Mondragon II		
Mondragon III		
Rosario		
San Antonio		
San Isidro I		
San Isidro II		
San Jose	<b>June 25, 2021</b> <b>Friday</b> <b>11:00- 12:30</b>	
San Vicente		
Victoria		
Catubig I		
Catubig II		
Catubig III		
Gamay I		
Gamay II		
Laoang I		
Laoang II		
Laoang III		
Laoang IV		
Laoang V		