

Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

05 March 2024

DIVISION MEMORANDUM
No. 100, s. 2024

DEPARTMENT OF EDUCATION SCHOOLS REPOSITORY FORM


To: **Assistant Schools Division Superintendent**
Chief Education Supervisor, CID
Chief Education Supervisor, SGOD
Public Elementary and Secondary School Heads
All Others Concerned
This Division

1. Relative to Office Memorandum OO-OSEC-2024-003, the Department of Education (DepEd), through the Office of the Secretary, mandates the creation of an updated and accurate record of the basic profile of all public schools nationwide. As such, the Department is introducing the **DepEd Schools Repository Form (DSRF)**.
2. All DepEd public schools in the Division of El Salvador City are required to submit their respective DSRF form and file information on its basic profile, classroom condition, and basic facilities through the link:
https://bit.ly/Region10_DSRF.
3. To ensure the accuracy of the information to be submitted and establish accountability, only the school principals/school head/teacher-in-charge of each school shall accomplish and submit the DSRF.
4. All schools shall submit their DSRF on or before March 31, 2024.
5. As proof of accomplishment, please send a screenshot to the Division ITO through email at sherrie.dungog@deped.gov.ph.
6. This memorandum shall adhere to the Equal Opportunity Principle (EOP) wherein there is no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
7. Immediate and wide dissemination of this memorandum is desired.





Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY


RANDOLPH B. TORTOLA
Schools Division Superintendent

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

INFORMATION AND COMMUNICATION TECHNOLOGY

OSDS/SRD





Republic of the Philippines
Department of Education

FEB 15 2024

OFFICE MEMORANDUM
OO-OSEC-2024-**003**

To: Regional Directors
Assistant Regional Directors
Schools Division Superintendents
Public School Heads
All Others Concerned

DEPARTMENT OF EDUCATION SCHOOLS REPOSITORY FORM

1. The Department of Education (DepEd), through the Office of the Secretary, mandates the creation of an updated and accurate record of the basic profile of all public schools nationwide. As such, the Department is introducing the **DepEd Schools Repository Form (DSRF)**.
2. All DepEd public schools in the country are required to submit their respective DSRF form and file information on its basic profile, classroom condition, and basic facilities.
3. **To ensure the accuracy of the information to be submitted and establish accountability, only the school principals/school head/teacher-in-charge of each school shall accomplish and submit the DSRF.**
4. Each region is designated with their exclusive DSRF form that may only be used by schools under their jurisdiction.
5. The DSRFs may be accessed through the following links:
 - a. Region I - https://bit.ly/Region1_DSRF
 - b. Region II - https://bit.ly/Region2_DSRF
 - c. Region III - https://bit.ly/Region3_DSRF
 - d. Region IV-A - https://bit.ly/Region4A_DSRF
 - e. Region IV-B - https://bit.ly/Region4B_DSRF
 - f. Region V - https://bit.ly/Region5_DSRF
 - g. Region VI - https://bit.ly/Region6_DSRF
 - h. Region VII - https://bit.ly/Region7_DSRF
 - i. Region VIII - https://bit.ly/Region8_DSRF
 - j. Region IX - https://bit.ly/Region9_DSRF
 - k. Region X - https://bit.ly/Region10_DSRF
 - l. Region XI - https://bit.ly/Region11_DSRF
 - m. Region XII - https://bit.ly/Region12_DSRF
 - n. Region XIII - https://bit.ly/Region13_DSRF
 - o. Cordillera Administrative Region - https://bit.ly/CAR_DSRF

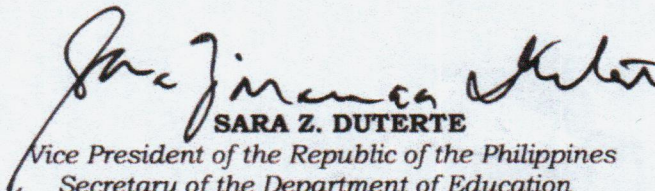
p. National Capital Region - https://bit.ly/NCR_DSRF

6. Consequently, all regional directors and schools division superintendents are mandated to provide the necessary assistance to schools under their jurisdiction relative to the accomplishment of the DSRF.

7. All schools shall submit their DSRF no later than **March 31, 2024**.

8. For more information, please contact **Ms. Patricia Morales** of the **Office of the Secretary** through email at osec@deped.gov.ph or at telephone number (02) 8637-5948.

9. Immediate dissemination of this Memorandum is desired.


SARA Z. DUTERTE
Vice President of the Republic of the Philippines
Secretary of the Department of Education

