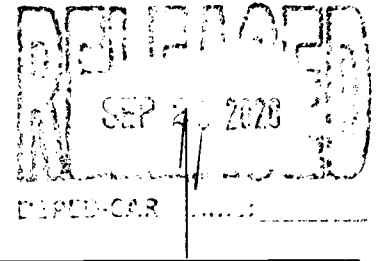




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



Office of the Regional Director

September 28, 2020

REGIONAL MEMORANDUM

No. 308.2020

TO: OIC-Assistant Regional Director
Schools Division Superintendents
All Others Concerned

**WEEKLY SUBMISSION OF THE HARMONIZED READINESS REPORT
FOR SCHOOL YEAR 2020-2021**

1. Pursuant to the Memorandum by Atty Revsee A. Escobedo, Undersecretary for Field Operations; Jesus L.R. Mateo, Undersecretary for Planning, Human Resource and Organizational Development; and Diosdado M. San Antonio, Undersecretary for Curriculum and Instruction and Regional Memorandum no. 245, 2020 entitled Submission of Weekly Status Report on Printing and Delivery of Central-Office Provided and Locally-Developed SLMs, this office requests the weekly submission of the Harmonized Readiness Report to provide needed data on the following: a. Status of SLM printing and distribution; b. Enrolment and other pertinent data; c. Partnerships and Linkages.
2. All previous reports on readiness and status of SLM printing and distribution are harmonized in this template. Hence, only one SDO focal shall be assigned by the Schools Division Superintendent and only one SDO report shall be accomplished weekly.
3. To facilitate encoding and submission of the weekly readiness report, the SDO focal assigned shall update the harmonized template created by the Central Office by logging in to this link: <https://tinyurl.com/yxdwdgvv>.
4. Accomplishing the report online shall be done real time from Monday to Wednesday. Cut-off time shall be on or before 5:00 PM every Wednesday. Below is the expected schedule of submission of the readiness report for your guidance:

CLMD/CFM/rca



Address: Wangal, La Trinidad, Benguet, 2601

No.: (074) 422 - 1318 | Fax: (074) 422-4074

www.depedcar.ph | Email: car@deped.gov.ph



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Readiness Report	Date of Submission	
	SDO Online Encoding (Via Google Sheet)	RO Consolidation and Submission to CO
10 th	September 28-30, 2020	October 1, 2020
11 th	October 5-7, 2020	October 8, 2020
12 th	October 12-14, 2020	October 15, 2020
13 th	October 19-21, 2020	October 22, 2020
14 th	October 26-28, 2020	October 29, 2020

5. For inquiries and clarifications, please contact CLMD Chief Carmel Meris at carmel.meris@deped.gov.ph or LRMSD EPS-Focal Rosita Agnasi at rosita.agnasi@deped.gov.ph.
6. Immediate dissemination of and strict compliance with this Memorandum is directed.


MAY B. ECLAR, PhD, CESO V
Regional Director

CLMD/CFM/rca

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