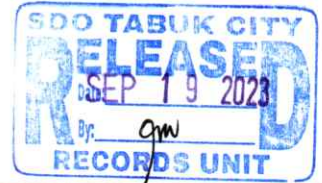




Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION  
SCHOOLS DIVISION OF TABUK CITY



**Office of the Schools Division Superintendent**

18 September 2023

**DIVISION MEMORANDUM**

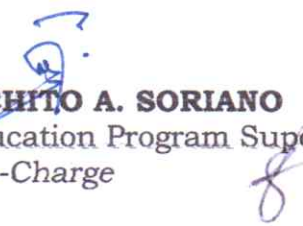
No. 362, s. 2023

To: Public Elementary and Secondary School Heads and Teachers  
Administrative Officers II  
Administrative Assistants

**ORIENTATION ON THE UPLOADING AND SUBMISSION OF ACTION  
PLANS AND OTHER REQUIRED REPORTS**

1. This has reference to DM 357, s. 2023 on the paperless submission of School OPCR mode of verification documents for SY 2023-2024 to School Governance Operations Division areas.
2. Relative to this, an orientation will be conducted at the SDO Conference Hall on September 19, 2023, at 8:00 to 10:00 AM for the school-based Administrative Officers and Administrative Assistants to assist the school heads in the submission of the OPCR MOVs.
3. Immediate and wide dissemination of this Memorandum is desired.

**FOR THE AUTHORITY OF THE SCHOOLS DIVISION SUPERINTENDENT:**

  
**RAMONCHITO A. SORIANO**  
Chief Education Program Supervisor/  
Officer-In-Charge

SGOD/P&R/dbb/ Orientation for AOsADAs



**Address:** Purok 2, Bulanao Norte, Tabuk City, Kalinga  
**Email:** [tabuk.city@deped.gov.ph](mailto:tabuk.city@deped.gov.ph)  
**Website:** <https://www.depedtabukcity.com>