



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Dipolog City 7100

DEPARTMENT OF EDUCATION
DIVISION OF ZAMBO. DEL NORTE
DIPOLOG CITY 7100

RELEASED

BY: [Signature]
NAME / SIGNATURE

DATE: 9/7/15

DIVISION MEMORANDUM

No. 217, s. 2015

To : Public Schools District Supervisors
Public Elementary and Secondary School Heads
This Division

From : [Signature]
NATIVIDAD P. BAYUBAY, CESO VI
Officer In- Charge
Office of the School Division Superintendent

Subject : **Baseline Information of Solo Parents for DepEd Employees
under Republic Act No. 8972**

Date : September 3, 2015

Attached is the unnumbered memorandum from Usec. Rizalino D. Rivera re: "Baseline Information of Solo Parents from DepEd Employees under Republic Act No. 8972." To ensure that support, benefits and privileges entitled to solo parents and their children are properly constituted, implemented and monitored, the DepEd, in collaboration with the DSWD and other SRC members shall undertake the establishment of baseline information of solo parents among the DepEd family, pursuant to R.A. No. 8972 or otherwise known as *Solo Parent Welfare Act of 2000*.

In this connection, you are hereby required to submit the attached Form I and II templates to gather information on solo parents. Form I shall be accomplished by the school heads and to be consolidated by the district head; the Form II shall be filled out by the solo parent.

Accomplished Forms I and II shall be submitted to the SGOD, Human Resource Development Section (HRDS), and email the same in Excel format to znsgod.hrds@gmail.com not later than **September 25, 2015**.

For immediate compliance.




DEPARTMENT OF EDUCATION

OFFICE OF THE UNDERSECRETARY
FOR REGIONAL OPERATIONS

MEMORANDUM -

TO : ALL CONCERNED

FROM : 
RIZALINO D. RIVERA
Undersecretary

SUBJECT : Baseline Information of Solo Parents for DepEd Employees under Republic Act No. 8972

DATE : 18 August 2015

Pursuant to Republic Act (RA) No. 8972, entitled "An Act Providing For Benefits And Privileges To Solo Parents And Their Children, Appropriating Funds Therefor and for Other Purposes" otherwise called as Solo Parent Welfare Act of 2000, particularly Section 28 Article VI, a Special Review Committee (SRC) headed by the Department of Social Welfare and Development is created wherein the Department of Education is one of the members.

In line with the roles and responsibilities stipulated in Sections 15 and 22, Article V of the same IRR, the DepEd, in collaboration with the DSWD and other SRC members, is undertaking the establishment of baseline information of solo parents among the DepEd family to ensure that support, benefits and privileges entitled to solo parents and their children are properly constituted, implemented and monitored. Data gathered shall be used to determine and assess the design of programs appropriate to the needs and wants of solo parents and their children. The data gathered shall also be used in providing the initial information relative to the Solo Parents Online Registry to be submitted to the DSWD for data integration and profiling of solo parents nationwide.

In this connection, the Personnel Division in the Central Office and HR units in the regional and division offices are hereby tasked to conduct a survey on solo parents within their respective jurisdiction. The attached templates shall be used in gathering information on solo parents, Form I shall be filled out by the Personnel Division and HR units while Form II shall be accomplished by the solo parent.

Accomplished Forms I and II shall be submitted to the Personnel Division (fax no. 633-66-82/email address: personnelsoleparent@gmail.com) not later than September 30, 2015.

For information and strict compliance.

DepEd Solo Parents Form II, Individual Solo Parent

DEPARTMENT OF EDUCATION - Central Office INDIVIDUAL SOLO PARENT INFORMATION			
1. Name ▶			
2. Sex ▶			
3. Address of Solo Parent (Specify both permanent and temporary address):			
3.1 Permanent Address ▶			
3.2 Temporary Address ▶			
4. Employment Status:			
4.1 Position ▶			
4.2 Salary Grade ▶			
4.3 Present Salary ▶			
4.4 Gross Income ▶			
4.5 Net Income ▶			
4.6 Others (Source/Income) ▶			
5. Solo Parent ID Information:			
Solo Parent ID Number	Place of Issuance	Date of Issuance	Expiry Date
6. Dependent(s) information : No. of Dependent(s)* ▶			
Name of Dependent		Birthday	Age
6.1			
6.2			
6.3			
6.4			
6.5			
Note: use additional sheet, if necessary			
7. Availment of the Solo Parent Leave: YES/NO ▶ _____ & no. of days availed ▶ _____			
8. Programs and Services Availed: (Specify the Title of Programs/Projects)			
8.1 DepEd** ▶			
8.2 Other Organization** ▶			
9. Benefits for a solo parent want(s)/need(s):			

* 18 years old below or 18 above incapable of self-support because of mental and/or physical defect/disability

** use additional sheet, if necessary.

I declare under oath that the above information has been accomplished by me, and is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines.

I also authorize the agency head/authorized representative to verify/validate the contents stated herein.

Signature of Solo Parent

DepEd Solo Parent Form 1

DEPARTMENT OF EDUCATION
BASELINE INFORMATION OF SOLO PARENTS OF THE DEPED EMPLOYEES
 OFFICE (Central/Regional/Division Office):
SUMMARY

SEQ	NAME OF EMPLOYEE	SEX	EMPLOYMENT STATUS					ADDRESS				SOLO PARENT IDENTIFICATION				DEPENDENT(S) INFORMATION*			AVAILMENT OF SOLO PARENT LEAVE	BENEFITS Want(s)/ Need(s)	PROGRAMS AND SERVICE AVAILABLE (Specify the Title of Programs/Projects)																			
			Office	Position	SG	Present Salary	Gross Income	Net Income	Other Income	Permanent	Temporary	ID Number	Place of Issuance	Date of Issuance	Expiry Date	Name	Birth day	Age				YES/NO	No. of days available	DEPED	Other Organization															

* 18 years old below or 18 above incapable of self-support because of mental and/or physical defect/disability

PREPARED BY:

APPROVED BY: