



Republic of the Philippines
DEPARTMENT OF EDUCATION
 Region IX, Zamboanga Peninsula
Schools Division of Zamboanga Del Norte
 Estaka, Dipolog City

RELEASED


BY: _____
 NAME/SIGNATURE

15 AUG 2016

DIVISION MEMORANDUM

No. 322s. 2016

To: **SHS Principals**
School Property Custodian/Supply Officers
 Designated SHS Social Mobilization and Networking Coordinator
 All Others Concerned

From: 
NATIVIDAD P. BAYUBAY, CESO VI
 Officer In-Charge
 Office of the Schools Division Superintendent

Subject: Filling up and Submission of **Internal Assessment Tool** (Annex A, per DO 40, series of 2015)

Date: August 15, 2016

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1. In response to the intensified efforts to establish strong partnership with external stakeholders especially for the Senior High School Programs, this Division hereby directs all Senior High School Principals to facilitate the accomplishment of **Internal Assessment Tool** template, marked as Annex A of **DO 45, s. 2015**. (Please find the attached copy of the IAT template.)
 2. Submission of the filled up **IAT** should be done on or before **August 20, 2016**, for this office to consolidate the data for reporting to DepEdCO.
 3. Submit only its soft copy to this email address whi_1977@yahoo.com.

Widest and immediate dissemination of this memorandum is desired.

IA-01

Internal Assessment Tool

Partnership Focal Person: _____
 School: _____
 School ID: _____
 School Division: _____
 Region: _____

Principal: _____
 Schools Division Superintendent: _____
 Regional Director: _____
 Legislative District: _____
 Municipality/City: _____

NO. OF STUDENTS: _____

I. *Program Offering:
 * all data below should be gathered per Program Offering

II. Resources:	Needed	Available	Source		Variance	Remarks
			Existing	GAA		
Facilities:						
Buildable Space:						
Classroom:						
Blackboard:						
Classroom Chairs:						
Shelves:						
ICT Laboratory:						
no. of computer units:						
Laboratory:						
Workshop:						
Library:						
Equipment:						
Work Immersion Venue:						
number of students:						
Learning Materials:						
Readers:						
Textbooks:						
Reference Materials:						
Videos:						
Teaching Personnel:						
Qualified Teachers:						
LET Passers:						
with National Certification:						
with MA/PhD:						
with Applicable / relevant training:						
Others:						
Details:						

III. Nearest Schools			
Name of School	Distance	Program Offering	# of Students

Prepared by: _____
 print name and sign