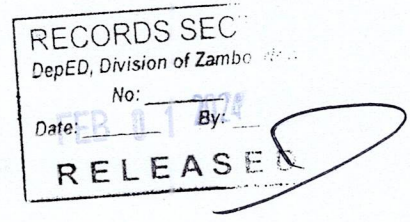




Republic of the Philippines  
**Department of Education**  
 REGION IX

**SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE**



**Office of the Schools Division Superintendent**

February 1, 2024

Division Memorandum  
 No. 76, s. 2024

**REQUEST FOR SUPPORT ON THE ADMINISTRATION OF SPECIAL CV RETRO FORMS  
 AND CAPTURING OF LEARNER'S REFERENCE NUMBER BY DSWD FIELD STAFF**

To: Public Schools District Supervisors  
 Public School Administrators  
 Public School Non-Teaching Personnel  
 This Division

1. In reference with Memorandum from the Office of the Undersecretary for Administration Nolasco A. Mempin dated 08 November 2023, this office hereby directs all concerned to provide necessary support and assistance to DSWD field staff in the administration of Special Compliance Verification (CV) Retro Forms and capturing Learner's Reference Number (LRN) of 4Ps learners.
2. DSWD field staff/community facilitators are expected to be visiting schools, district offices, and learning centers in order to capture the LRN of 90,384 learners without LRNs who are said to have come from Zamboanga del Norte and administer the Special CV Retro Forms 2 (education) of the 104,550 4Ps beneficiaries.
3. It is, therefore, imperative to give utmost cooperation to visiting DSWD field staff/community facilitators so they can fully and easily accomplish such tedious tasks.
4. For strict compliance and widest dissemination.

For the Schools Division Superintendent

**RAYMOND M. SALVADOR CESO VI**  
 Assistant Schools Division Superintendent  
 Officer-In-Charge

SGOD-SMN/Jessie/DSWD Request for Support  
 DM00220240201202

