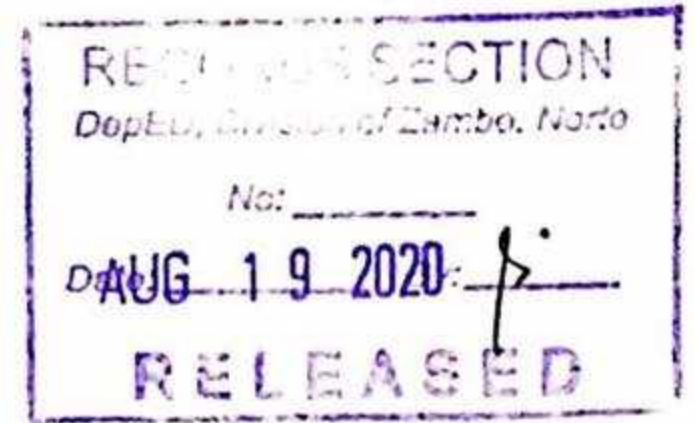




Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



Division Memorandum
No. 228, s. 2020

To: Public Schools District Supervisors
School Heads
School ASP/BE Coordinator

From:  **MA. LIZA R. TABILON** EdD, CESO V
Schools Division Superintendent

Subject: **MONITORING OF DONATIONS**

Date: August 19, 2020

1. In the furtherance of DepEd Memorandum No. 053, s. 2020 entitled *Joint Implementing Guidelines on the 2020 Brigada Eskwela and Oplan Balik Eskwela Relative to the COVID-19 Situation*, the schools division hereby sees it necessary to keep track of the donations received by the public schools as a result of successful conduct of advocacy and partnership activities aimed to engage partners and stakeholders and eventually, generate support.
2. In view of this, the schools division hereby directs the school heads to submit a report of in-kind and cash donations received from school-community members, stakeholders and partners to their respective district supervisors in both hard and soft copies on a monthly basis every 30th day of the month starting August 2020, using the following templates, to wit:
 - a. **2020 Brigada Eskwela Resources Generated** – To record in-kind and cash donation intended for the school; and
 - b. **Monitoring and Distribution of Donations** – To record in-kind and cash donation intended for the COVID-19 frontliners.
3. Furthermore, two reports are expected to be submitted by the school heads to the district supervisors on August 30, 2020; one for the month of July 2020 and another for the month of August 2020.
4. The district supervisors shall then consolidate the reports and afterwards, submit to the schools division thru email znsocmob@gmail.com every 8th day of the succeeding month. The first district consolidated report is expected on September 8, 2020.
5. For inquiries and clarifications, please contact Jessie E. Elacan thru mobile number 0908 875 9854 or email jessie.elacan@deped.gov.ph.
6. For strict compliance.

JEE/MonitoringDonations/SGOD-SMN/DM007-2020/081920

N-avigating
O-pportunities to
R-eengineer for
T-ransformation &
E-mpowerment



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