

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

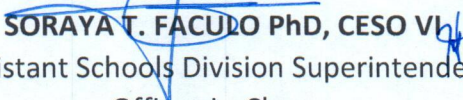
October 10, 2023

DIVISION MEMORANDUM
No. 407-2023

PRESENTATION ON SCHOOL AND STUDENT RECORDS MANAGEMENT

**TO: Chief Education Supervisor – CID and SGOD
Public Schools Division Supervisors
School Heads – Smart Learning Communities
All Other Concerned Personnel**

1. In today's rapidly evolving educational landscape, effective school and student records management through advanced technology integration is imperative. In response, the division office has scheduled a presentation of the School and Student Records Management System, hosted by Saint Luis University's Encrypta startup group.
2. Participants for the presentation are as follows:
 - a. SDS (1)
 - b. CID and SGOD Chiefs (2)
 - c. PSDS (9)
 - d. EPS (2)
 - e. School Heads implementing Smart Learning Communities (15)
 - f. ICT Unit (3)
 - g. Records Officer (1)
3. The presentation will take place on October 11, 2023, at 9:30AM in the third-floor conference hall of the Division Office.
4. Immediate and wide dissemination of this memorandum is desired.


SORAYA T. FACULO PhD, CESO V
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent



Address: 82 Military Cut-off Road, Baguio City
Telephone/Fax: (074) 442-4326 / (074) 442-7819 | Email: baguio.city@deped.gov.ph
Website: www.depedpines.com | Facebook Page: facebook.com/DepEdTayoBaguioCity

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