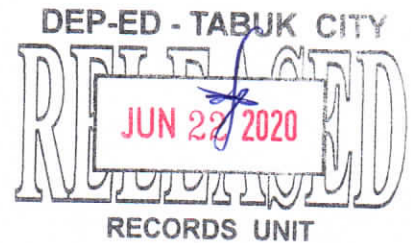




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Schools Division of Tabuk City



Office of the Schools Division Superintendent

Division Memorandum

No. 108, s. 2020

TO : Public Elementary and Secondary School Heads
School ICT Coordinators

DATE : June 19, 2020

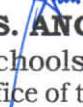
SUBJECT : **Addendum to Division Memorandum No. 89 s 2020**

1. This is reiterating the use of the Electronic LESF Consolidation Form Template which you can download from the link below
<https://tinyurl.com/tabukcitylesf>
2. Schools who have their own enrollment form are required to transfer the data from their online responses to the template and enter the data from the collected printed enrollment form.
3. Schools who used the enrollment form made ^{by} the Division Office are to enter the collected printed enrollment form to the template. School ICT Coordinators are also required to validate the online enrollees (tutorial was uploaded in the FB group).
4. To facilitate submission, schools are to submit the Electronic LESF Consolidation Form to the email allan.dumalsin@deped.gov.ph. Please rename the template to

"schoolname_lesf"

example:
CORRECT: appases_lesf
WRONG: 136000_lesf, appaselementaryschool_lesf
5. Deadline of the submission will be on July 1, 2020.

For information and strict compliance.


IRENE S. ANGWAY, PhD, CESO VI
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Officer-in-Charge, Office of the Schools Division Superintendent



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