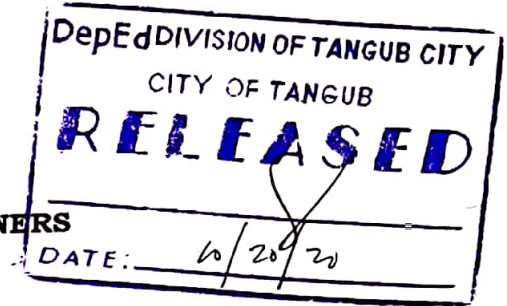




October 20, 2020

**DIVISION MEMORANDUM**  
No. 240, s. 2020



**PERFORMANCE EVALUATION OF LEARNERS**

To: Principals/Head Teachers/TICs  
Teacher-Advisers  
Public Elementary and Secondary Schools  
This Division

1. To evaluate the performance and learning of our pupils/students, all schools are required to submit the result of the given activity sheets weekly following the template provided by this Office.
2. The excel template can be downloaded through this link: ***bit.ly/TangubScoresheet***
3. School Heads are required to consolidate first the files, ensuring the completeness before submission to this email: ***alden.antonio@deped.gov.ph***.
4. The filename of the submitted document/s must follow this format: ***nameofschool\_nameofteacher\_whatweek***
5. Immediate and wide dissemination of this Memorandum is desired.

**AGUSTINES E. CEPE, CESO V**  
Schools Division Superintendent

AEC/ama/10202020

