


DIVISION MEMORANDUM
No. 125, s. 2021

PREPARATION AND DISTRIBUTION OF SCHOOL REPORT CARD (SRC)

To: Curriculum Implementation Division (CID)
School Governance and Operations Division (SGOD)
Public Elementary and Secondary School Heads including TICs
This Division

1. Pursuant to DepEd Order No. 44, s. 2015 Re: **Guidelines on the Enhanced School Improvement Planning (SIP) Process and School Report Card(SRC)** this Office directs all schools to prepare and distribute the year-end SRC to internal and external stakeholders.
2. The SRC is a tool for advocating and communicating the school situation with internal and external stakeholders. It shall be presented through graphs and charts with corresponding interpretations using the language most easily understood by the stakeholders for them to have a good snapshot of the school's context and performance, hence, inspiring them to take an active role in making the school a better place for learning.
3. The prepared and distributed SRC must contain the following information:
 - a. the school profile;
 - b. performance indicators measuring aspects of access, quality and governance;
 - c. status of school projects; and
 - d. other information that the school thinks is necessary to share to its stakeholders.
4. A copy of the SRC shall also be provided to this Office, the CID, SGOD and to the District In-Charge.
5. For strict compliance.


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