



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF OZAMIZ CITY**

July 31, 2024

DIVISIONAL MEMORANDUM  
No. *212* s. 2024

**REITERATION ON THE DATA COLLECTION FOR THE RESEARCH ON THE ENROLLMENT DECLINE OBSERVED IN SY 2023-2024 DATED JULY 25, 2024**

TO: Assistant Schools Division Superintendent  
Chief Education Supervisors (CID and SGOD)  
Public Elementary and Secondary School Heads  
*This Division*

1. The Planning Service-Policy Research and Development Division (PS-PRDD) of the Central Office (CO) is undertaking a study on the observed enrollment decline in SY 2023-2024.

2. To understand the factors related to low enrollment, a survey questionnaire will be deployed to out-of-school children and youth (OSCY) from the specified regions. Hence, the PS-PRDD is requesting the assistance of the Research Coordinators of the Policy, Planning and Research Division (PPRD), SEPS for Planning and Research, Division ALS Focal Persons, Public Schools District Supervisors, District ALS Coordinators/Mobile Teachers and School Heads of the concerned Regional Offices (ROs), Schools Division Offices (SDOs) and schools. Details of the assistance are as follows:

**a. Regional Research Coordinators**

- i. Ensure the progress of mapping respondents and administering the survey questionnaire with the technical assistance requested from the SDOs; and
- ii. Provide technical support and guidance to SDOs on collecting, managing, and submitting the required data to PS-PRDD.

**b. Division Research Coordinator/SEPS (Planning and Research)**

- i. Translate the Survey Questionnaire into local dialect.
- ii. Orient the Personnel involved in the data gathering.
- iii. Disseminate the Data Gathering Tool.
- iv. Monitor the administration and progress of the data gathered.
- v. Provide technical assistance to the personnel involved.
- vi. Report to the Regional Office the progress of the administration of the data gathering.

**c. Division ALS Focal Person**

- i. Help monitor the administration and progress of the data gathered.
- ii. Assist the Division Research Coordinator/SEPS (Planning and Research) in the implementation of the activity.



Address: IBJT Compound, Carangan, Ozamiz City  
Telephone No: (088) 545-09-88  
Telefax: (088) 545-09-90  
Email Address: ozamiz.city@deped.gov.ph





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**d. Public Schools District Supervisors**

- i. Monitor the compliance of the schools.
- ii. Ensure the compliance of Public Schools within their jurisdiction to meet the target number of respondents.
- iii. Guide the School Heads and the District ALS Coordinators/Mobile Teachers in the conduct of the activity.


**e. School Heads**

- i. Identify the OSCY for the SY 2023-2024 who completed grades 7,8,9 and 11 in SY 2022-2023 and input the data through the link <https://tinyurl.com/3d77np73>.
- ii. Administer the consent forms and the translated survey questionnaires to two (2) identified OSCY in line with the data gathering guide.
- iii. Encode the collected answered survey and email it directly to PS-PRDD to [ps.prd@deped.gov.ph](mailto:ps.prd@deped.gov.ph).
- iv. Scan and keep the collected answered survey.
- v. Coordinate with the District ALS Coordinator/Mobile Teacher in the administration of the consent forms and the translated survey questionnaires to two identified OSCY in line with the data gathering guide.

**f. District ALS Coordinator/Mobile Teacher**

- i. Co-administer and coordinate with the School Head the consent forms and the translated survey questionnaires to two identified OSCY in line with the data gathering guide.

2. For clarification and information, please contact Rosalyn Manongas-Lato, Senior Education Program Specialist, Planning, and Research Unit (P&R), at [rosalyn.lato@deped.gov.ph](mailto:rosalyn.lato@deped.gov.ph).
3. Attached are the indicative schedule of activities, the list of sampled schools, and Regional Memorandum No. 0539, s. 2024, .
4. This Office directs the immediate and wide dissemination of this Memorandum.

  
**NIMFA R. LAGO, PhD, CESO VI**  
Schools Division Superintendent

ATCH.: As stated

References: DO No. 16, s. 2017; DO No. 39, s. 2016; DepEd Memorandum-PHROD-2021-0555; RM No. 0539, s. 2024

To be indicated in the Perpetual Index under the following subjects:

**OUT-OF-SCHOOL YOUTH LEARNERS ENROLLMENT**

SBC/DM \_\_\_/July 31, 2024 "Reiteration on the Data Collection for the Research on the Enrollment Decline Observed in SY 2023-2024"

/P&R-rml



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**Attachment No. 1 to Divisional Memorandum No. \_\_\_\_\_, s. 2024**

**Indicative Schedule of Activities**

<b>Activities</b>	<b>Target Date</b>	<b>In-charge</b>
Briefing w/ ROs and SDOs	July 24, 2024	CO
Translation of Consent Forms, Assent Forms, and Survey Questionnaire	July 24-29, 2024	SDO
Submission of the Translated Tool to CO	July 25, 2024	SDO
Submission of the Translated Materials	July 29, 2024	SDO
Encoding of Data in the RO Link	July 30-August 2, 2024	Schools
Distribution of Translated Materials	August 1-2, 2024	CO
Division Orientation	August 5-6, 2024	SDO
Administration of the Translated Survey Questionnaire	August 7-9, 2024	Schools
Scanning and Encoding of the Responses	August 12-13, 2024	Schools
Last Day of Submission of Survey Questionnaire	August 14, 2024	Schools



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**Attachment No. 2 to Divisional Memorandum No. \_\_\_\_\_, s. 2024**

**Sampling Disaggregated by Schools**

No.	Schools	Target Sample from School	Name of School Head
1	501205 - Cruz Lanzado Saligan Integrated School	2	PONCE, LALAINE YTING
2	304170 - Gala National High School	2	PESCADOR, DARLENE SHEILA JAMONER
3	304164 - Jose Lim Ho National High School	2	ALINDO, JEAN BIHAG
4	304161 - Labinay National High School	2	MORENO, THELMA ANTEPUESTO
5	304163 - Labo National High School	2	PONGASE, EDILBERTO BATAAC
6	501209 - Marcelino C. Regis Integrated School	2	MARITES BUGAS BARRIENTOS
7	304166 - Montol National High School	2	NAVAREZ, CHARYLJOY CALIMPUSAN
8	304167 - Ozamiz City National High School	2	ABAMONGA, LILIBETH YOLDAN
9	304168 - Ozamiz City School of Arts and Trades	2	RARA, PAT SALE
10	304169 - Pulot National High School	2	SINARILLOS, JUNRIEL BRACHO
11	304165 - San Antonio National High School	2	RIVERA, LORENA PEREZ
12	502052 - Sangay Integrated School	2	PONDAR, MARY JANE
13	502053 - Sinusa Integrated School	2	ABARCO, HENRY QUIBER
14	304162 - Tabid National High School	2	VIERNES, ESTER FIEL
15	502054 - Capucao Integrated School	2	OGAO-OGAO, AMMIE AJIJUL
16	500699 - Cogon Integrated School	2	SIMBLANTE, CLARINDA FE LASCUÑA
17	502410 - Dimaluna Integrated School	2	GARNADA, MAIDA SALISID
18	502411 - Domingo A. Barloa Integrated School	2	GAABUCAYAN, MIRALUNA MEJOS



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19	502412 - Faustino C. Decena Integrated School	2	SALVADOR, LYDIA GALLO
20	502413 - Guingona Integrated School	2	ACAPULCO, GEM PRONTES
21	501206 - Jacinto Nemen Integrated School	2	BUENBRAZO, JUJIE
22	500700 - Malaubang Integrated School	2	ABAPO, BUENASIR JIMOYA
23	500701 - Misamis Annex Integrated School	2	BARRIENTOS, LUDIVICO BONDAUG
24	502051 - Sancho Capa Integrated School	2	BONITA, JOVY ORBITA



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Republic of the Philippines  
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REGION X - NORTHERN MINDANAO



REGIONAL MEMORANDUM  
No. 0539 s. 2024

July 25, 2024

DATA COLLECTION FOR THE RESEARCH  
ON THE ENROLLMENT DECLINE OBSERVED IN SY 2023-2024

To: Schools Division Superintendents  
Assistant Schools Division Superintendents  
All Others Concerned

1. To further an evidence-based decision-making within the Department of Education (DepEd), the Planning Service-Policy Research and Development Division (PS-PRDD) of the Central Office (CO) is undertaking a study on the observed enrollment decline in SY 2023-2024.

2. It was found out that the Grade Levels Kinder, 8, 9, 10, and 12 had the most significant enrollment changes between S.Y. 2022-2023 and S.Y. 2023-2024. Consequently, the regions that experienced the lowest enrollment turnout include Regions VIII, IX, X, XII, BARMM, and CARAGA.

3. To understand the factors related to low enrollment, a survey questionnaire will be deployed to out-of-school children and youth (OSCY) from the specified regions. Hence, the PS-PRDD is requesting the assistance of the Research Coordinators of the Policy, Planning, and Research Division (PPRD), SEPS for Planning and Research, Division ALS Focal Persons, Public Schools District Supervisors, District ALS Coordinators/Mobile Teachers, and School Heads of the concerned Regional Offices (ROs), Schools Division Offices (SDOs), and schools. Details of the assistance are as follows:

**a. Regional Research Coordinator**

- i. Ensure the progress of mapping respondents and administering the survey questionnaire with the technical assistance requested from the SDOs; and
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**b. Division Research Coordinator/SEPS (Planning and Research)**

- i. Translate the survey questionnaire into a local dialect.
- ii. Orient the personnel involved in the data gathering.
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4. For clarification and information, please contact Jick Lloyd M. Melloria, Education Program Specialist, Policy, Planning, and Research Division (PPRD), at [jicklloyd.melloria@deped.gov.ph](mailto:jicklloyd.melloria@deped.gov.ph).

5. Attached are the indicative schedule of activities and the sampling disaggregated by division and schools.

6. This Office directs the immediate and wide dissemination of this Memorandum.

  
**DR. ARTURO B. BAYOCOT, CESO III**  
Regional Director

ATCH.: As stated  
Reference: OUA-OUT-071524-P4-1  
To be indicated in the Perpetual Index  
under the following subjects:

ENROLLMENT          RESEARCH

RE: Data Collection for the Research on the Enrollment Decline Observed in SY 2023-2024

PPRD/jick



Indicative Schedule of Activities

<b>Activities</b>	<b>Target Date</b>	<b>In-charge</b>
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Attachment No. 2 to Regional Memorandum No. 0539, s. 2024

## Sampling Disaggregated by Division and Schools

<b>Region</b>	<b>Division</b>	<b>Number of Schools offering JHS and/or SHS per division</b>	<b>Sample per Division</b>	<b>Target Sample per School</b>
Region X	Bukidnon	123	246	2
	Cagayan de Oro City	50	100	
	Camiguin	16	32	
	El Salvador City	9	18	
	Gingoog City	33	66	
	Iligan City	33	66	
	Lanao del Norte	85	170	
	Malaybalay City	30	60	
	Misamis Occidental	62	124	
	Misamis Oriental	126	252	
	Oroquieta City	15	30	
	Ozamiz City	24	48	
	Tangub City	16	32	
	Valencia City	33	66	
	<b>Total Sample:</b>			