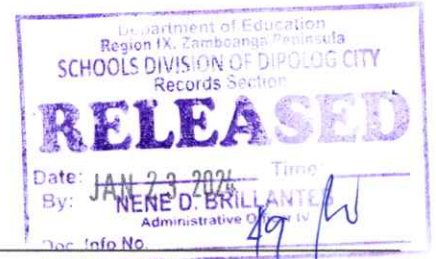




Republic of the Philippines  
**Department of Education**  
REGION IX – ZAMBOANGA PENINSULA  
SCHOOLS DIVISION OF DIPOLOG CITY



January 23, 2024

**DIVISION MEMORANDUM**  
No. 49, s. 2024

**UPLOADING OF THE DEPED PARTNERSHIP  
DATABASE SYSTEM (DPDS) REPORT**

To: Assistant Schools Division Superintendent  
SGOD Chief and CID Chief  
Public Schools District Supervisors  
All Public Elementary and Secondary School Heads  
All School Partnership Focal Persons  
All Others Concerned  
*This Division*

1. In line with the uploading of the DepEd Partnership Database System (DPDS), this office hereby reminds **on the deadline for the submission of monthly partnership report every 6<sup>th</sup> day of the succeeding month.** Further, this office encourages all School Heads, through their Partnership Focal Persons, to upload the said report three (3) days before the set deadline.
2. **Failure to upload the required report into the system within the specified period will result in the system's non-acceptance of submissions.** Furthermore, each school is mandated to submit a hard copy of the said report to the SGOD-Social Networking and Mobilization Section, covering both the month for which the submission is required and the fiscal year. To ensure compliance, the Division Partnership Focal Persons are required to submit a consolidated report to the Regional Partnership Focal.
3. It is imperative that all concerned personnel adhere strictly to this schedule to facilitate efficient and timely reporting. **Any concerns or issues encountered during the submission process should be promptly communicated to the Division Partnership Focal Persons.**
4. Immediate dissemination of this Memorandum is highly desired.

**MA. LIZA R. TABILON, EdD, CESO V**  
Schools Division Superintendent



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