



Republic of the Philippines
Department of Education
CARAGA REGION
SCHOOLS DIVISION OF SIARGAO



Division Memorandum

No. 09-277, 2026

TO: Assistant Schools Division Superintendent
CID Chief, SGOD Chief & Section Heads
Education Program Supervisors
Public Schools District Supervisors
Public & Private Elementary School Heads
All Grade 1 Teachers
This Division

ONLINE ORIENTATION ON THE PROPER ACCOMPLISHMENT AND
UTILIZATION OF E-CLASS RECORD FOR EPP/TLE

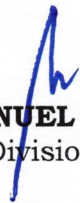
1. As a newly introduced reporting mechanism, proper orientation and capacity building are essential to ensure uniform understanding and accurate utilization of the E-Class Record for EPP/TLE for Grades 4-10 across all schools in the division. Thus, an online orientation is set for **September 21, 2026 – 4:00 PM**, using this MS Teams link: <https://sdosiargao.com/EClassRecordEPPTLE>
2. This orientation aims to:
 - a. familiarize EPP/TLE teachers with the features of the E-Class Record;
 - b. strengthen teachers' understanding of the form; and
 - c. ensure accurate and consistent accomplishment of the EPP/TLE E-Class Record for learners' progress monitoring and reporting.
3. The activity is being conducted to support the effective implementation of the **EPP/TLE curriculum** and to ensure that learners' assessment and reporting practices are aligned with current Department of Education standards and policies.
4. The participants in this online activity are all teachers handling EPP/TLE from Grades 4-10 in the Schools Division of Siargao, Public Schools District Supervisors, Public Elementary and Secondary School Heads, Education Program Supervisors, and CID Chief.
5. All participants shall register using this registration link: <https://sdosiargao.com/RegistrationEPPTLEClassRecordOrientation>.





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6. Participants are expected to attend the orientation in its entirety, actively participate in discussions and open forums, and ensure stable internet connectivity and access to the necessary digital devices.
7. Attendance of all authorized participants in this orientation shall be considered **official time**, subject to existing DepEd rules, policies, and regulations.
8. For more information, please contact Luz Sandra R. Fernandez, EPS (09238421114) of the Curriculum Implementation Division.
9. Immediate and wide dissemination of this Memorandum is desired.


MANUEL O. CABERTE
Schools Division Superintendent

Encls.: None

Reference: DepEd Order No. 15, s. 2026

To be indicated in the PERPETUAL INDEX under the following subjects:
EPP/TLE CURRICULUM LEARNER'S PROGRESS REPORT

CID/lserf
09/21/2026