



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Benguet

May 19, 2021

DIVISION MEMORANDUM

No. 171 c. 2021

TO: Chief Education Supervisor for CID
Education Program Supervisors
Public Schools District Supervisors and Coordinating Principals
Public Elementary and Secondary School Heads and Teachers
All Others Concerned

Utilization of the Developed Google Drive to Submit Reports Relative to Distance Learning Delivery Modalities

1. The Schools Division Office of Benguet through the Curriculum and Implementation Division will be conducting a data gathering on the Distance Learning Delivery Modalities used by learners in this time of pandemic. It includes the quarterly assessment results from the first quarter to the third quarter of the SY 2020-2021 via Google Drive.
2. This is to consolidate and analyze results on Distance Learning Delivery Modalities and quarterly performances of the elementary and secondary schools in the 14 districts per grade level and per learning area. The results shall be used to make relevant decisions to improve learner's mastery of learning competencies and to provide appropriate and urgent interventions to address gaps in learning.
3. The link for the **Google Drive** will be forwarded to the different schools after its launching on May 21 during the Virtual Consultation on the Development of Contextualized Performance Tasks in the Schools Division of Benguet.
4. For the information and guidance of all concerned, the following guidelines are issued for the management of the developed Google Drive
 - a. Schools ICT coordinators shall be given the sole responsibility of protecting the google Drive of their respective schools by providing a password.
 - b. Schools ICT coordinators shall identify school personnel to open and edit the google drive.



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- c. Subject coordinators shall be responsible in entering data in the google drive without opening other learning areas.
 - d. If there are no learner's grades, just leave it blank in the google drive
 - e. Subject coordinators shall start filling data for Quarters 1, 2, and 3 in the google drive upon entry to the forwarded link.
5. Immediate dissemination and compliance with this Memorandum is desired.


GLORIA B. BUYA-AO
Schools Division Superintendent

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