



Republic of the Philippines  
**Department of Education**  
Region XII  
Schools Division Office of Tacurong City

December 16, 2024

**DIVISION MEMORANDUM**

OSDS 139, s. 2024

**MEETING OF DIVISION AND SCHOOL PUBLIC ASSISTANCE COORDINATORS,  
DIVISION/UNIT/SECTION HEADS/IN-CHARGE OF THE CLIENT  
SATISFACTION MEASUREMENT (CSM)**

To: Assistant Schools Division Superintendent  
Chiefs of CID and SGOD  
Cluster Heads and Schools Heads  
Division Public Assistance Coordinator  
Information Technology Officer II  
Unit/Section Heads/In-Charge of CSM  
Administrative Officer II/School Public Assistance Coordinators  
All Other Concerned Personnel  
This Division

1. Pursuant to Unnumbered Memorandum from the Office of CILETTE LIBORO-CO, Assistant Secretary for Public Affairs Service, Department of Education, Central Office, all offices from the Central Office (CO), Regional Offices (ROs), Schools Division Offices (SDOs), and schools with declared services in the DepEd Citizen's Charter are required to submit their FY 2024 their Client Satisfaction Measurement (CSM) results to the Public Affairs Service – Public Assistance Action Center (PAS-PAAC) **on or before December 20, 2024.**
2. Anent this, a meeting/workshop shall be conducted tomorrow, **December 17, 2024 at the Division Office Conference Hall at 1:30 in the afternoon.**
3. Participants are the Division Public Assistance Coordinator, Division ITO, Heads of Functional Division/Unit/Section/staff in-charge of the CSM, and School Public Assistance Coordinators.
4. Participants are required to bring their laptops for the workshop and actual submission of reports online.
5. All concerned are enjoined to attend.
6. Wide dissemination of this Memorandum is directed.

  
**GILDO G. MOSQUEDA, CEO VI**  
Schools Division Superintendent

Enclosure: None  
References: Unnumbered Memorandum from Asst. Secretary Cilette Libero-Co of Public Affairs Service  
To be indicated in the *Perpetual Index* under the following subjects:

MEETING

SCHOOLS

WORKSHOP

ZBP/ADMIN-OSDS/DM/ MEETING OF DIVISION AND SCHOOL PUBLIC ASSISTANCE COORDINATORS,  
DIVISION/UNIT/SECTION HEADS/IN-CHARGE OF THE CLIENT SATISFACTION MEASUREMENT (CSM)/December 16,  
2024



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