



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

July 23, 2025

DIVISION MEMORANDUM
SGOD-2025- 103

SCHOOL HEAD CONVERGENCE

To: Elementary & Secondary School Heads
This Division

1. In support of the implementation of the HROD CLOUD form (Human Resource and Organizational Development – Console for Learning and Operation in a Unified Database), which aims to gather crucial data on school operations—including enrollment, resources, programs, and initiatives—this office will be conducting a collaborative session to accomplish the required form together. The convergence will be tomorrow, July 24, 2025, at exactly 1 o'clock in the afternoon at the Division Office Conference Hall, City of Tacurong.
2. The participants for this activity are School Heads of Public Elementary and Secondary Schools.
3. To ensure the accuracy and efficiency of data submission, kindly prepare and bring the following school-specific documents:
 - o School Profile
 - o Enrollment Data
 - o Teacher and Classroom Inventory
 - o Multigrade Class Organization
 - o Actual Class Organization (by Grade Level and SHS Track)
 - o JHS Teacher Deployment
 - o Shifting Strategy, Learning Delivery Modalities, and Other Interventions
 - o ARAL Program Prospective Enrollees
 - o CRLA and PHIL IRI Assessment Results
 - o Medium of Instruction
 - o Records of Class Suspension Initiatives
 - o School Organizational Structure and Staffing Standards (SOSSS)
 - o Teacher Workload Documentation
 - o School Resources Inventory

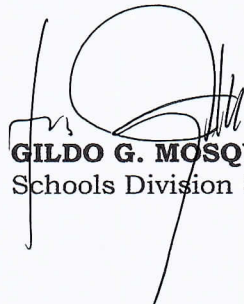



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- Feeding Program Details
 - Special Hardship Allowance Records
 - Initiatives and Reports on Child Protection and Bullying Prevention
4. Expenses to be incurred during this activity shall be charged against local funds, subject to the usual accounting rules and regulations.
5. Strictly no proxy allowed.
6. For information and dissemination, and compliance.


GILDO G. MOSQUEDA, CEO VI
Schools Division Superintendent



ASR/SGOD/DM-2025 School Head Convergence on HROD CLOUD



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