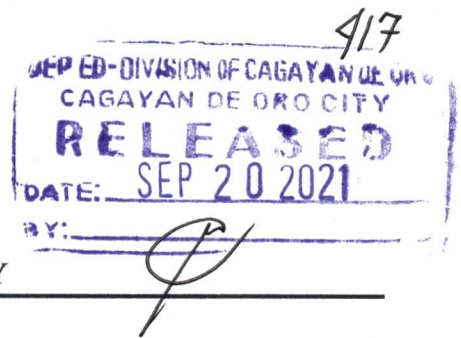




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

September 17, 2021

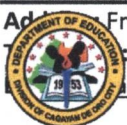
Division Memorandum
No. s. 2021

**Audit on the Implementation of the Basic Education – Learning Continuity
Plan (BE-LCP)**

To: Chiefs, CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
Public Elementary School Heads
Public Secondary School Heads
This Division

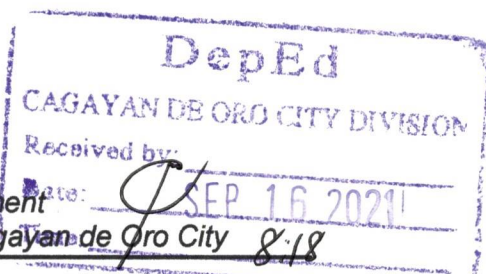
1. Attached is a communication from Ms. Joan Go Regalado, State Auditor IV of the Commission on Audit which pertains to the process of auditing the accounts and operations of this Division for CY 2021.
2. You are hereby directed to facilitate the dissemination of the survey in the corresponding links given for school heads/teachers and for parents.
3. One survey questionnaire is to be filled out by the school heads and/or teachers and the other one is intended for the representative parents whose child/children were enrolled in the last school year.
4. Hard copies of the Feedback and Survey Forms (for the school and parents) are also attached for your reference and guidance.
5. Compliance to this Memorandum is earnestly desired.


CHERRY MAE LIMBACO-REYES, Ph.D. CESO V
Schools Division Superintendent





Republic of the Philippines
COMMISSION ON AUDIT
Regional Office No. 10
Cagayan de Oro City



OFFICE OF THE AUDIT TEAM LEADER

Audit Group NGS 5-Education and Employment

Team R10-13-2: Department of Education, Division of Cagayan de Oro City

September 15, 2021

Ms. CHERRY MAE L. LIMBACO-REYES

Schools Division Superintendent
Department of Education
Division of Cagayan de Oro City

Thru: **Dr. ALICIA E. ANGHAY, CESE**
Assistant Schools Division Superintendent

Madam:

The audit team is currently on the process of auditing the accounts and operations of the SDO for CY 2021 accounts and operations, and included in our audit foci is the audit of the SDO's implementation of the Basic Education-Learning Continuity Plan (BE-LCP) as DepEd's response to COVID-19 pandemic.

In line with this, we would like to request for your assistance in disseminating two survey forms related to BE-LCP as cascaded to us by the audit team of COA-DepEd Central Office through our Regional Supervising Auditor. One survey questionnaire is to be filled out by the school heads and / or teachers and the other one is intended for the representative parents whose child / children is / are enrolled in the last school year.

Attached herewith is the screenshot of the electronic mail disseminated to our team as well as the sample printout of the survey forms to be filled out. Likewise, soft copies would be provided to your designated SDO personnel for perusal.

The survey forms can also be accessed through Google Forms by clicking the following links:

For school heads / teachers: <https://forms.gle/HbHFNiYKbwJyAL3AA>

For parents: <https://forms.gle/uqE1zCspZGmD35hZA>

We look forward for a favorable response regarding this matter. Thank you very much.

Very truly yours,


JOAQUIN REGALADO
State Auditor IV
Audit Team Leader

Fw: BE-LCP Survey Forms for Teachers and Parents

Inbox x



Forme Kionisala

Wed, Aug 25 9:50 PM

to Sandra, me, Cherrybelle, Deogracia, Jela, Yahoo, Miriam, Norcaya, Budz, Elnie, Elnie, Editha

Dear All,

A blessed day to you! Please use this survey form in your audit. Thank you. Stay safe! God bless you.

Best regards,
Forme

----- Forwarded Message -----

From: coa Osec <coa.depeditsec@gmail.com>

To: Virgilio Guinto - RO I <ngsrsac5@yahoo.com.ph>; Rita Pablo <rizzrpablo@yahoo.com>; Ester Castro <castro_ester@yahoo.com>; Heidy Barcimo <heidyb0125@yahoo.com>; Edu NGS Cluster 5 <coa4bngs5.2018@yahoo.com>; "owensegovia@yahoo.com" <owensegovia@yahoo.com>; NGS 45 ROV <ngscluster45rov@gmail.com>; Joni Meñez - RO VI <jtmenez@yahoo.com>; alita fernando <alitafernando@gmail.com>; editha coluangco <edrecoj@yahoo.com>; Gigi Torino - RSA RO XI <gitorino@yahoo.com>; Milagros Aquino <mlaquino61@yahoo.com>; Yahoo Action <fkionisala@yahoo.com>; Roberto Cruz <recruz091961@gmail.com>; MARICHU PARAGUYA <paraguyamanchu@gmail.com>; Shalymar Garcia <shalymargarcia@yahoo.com>; VERONICA AMAR <veronicagamar@yahoo.com>

Cc: joa aguilre <aguirrejob@yahoo.com>

Sent: Tuesday, 24 August 2021, 09:44:51 am GMT+8

Subject: BE-LCP Survey Forms for Teachers and Parents

Dear RSAs,

Good morning!

For your reference in the audit, please.

Regards,
COA-DepEd OSEC Audit Team

2 Attachments



Received, thank you.

Got this, thanks.

Got this, thanks!

**FEEDBACK AND SURVEY FORM
(SCHOOL)**

Name		Date	
School			
Position			

1. Please check one or more boxes on the learning delivery modalities that the school implements for SY 2020-2021.
 - ☐ Printed Modules
 - ☐ Digital Modules (Downloadable, CDs, DVDs, USB)
 - ☐ Online (Synchronous) Distance Learning
 - ☐ Online (Asynchronous) Distance Learning
 - ☐ TV/Radio Based Instruction
 - ☐ Others _____
2. What learning materials does your school provide to parents/students?
 - ☐ Self-Learning Modules
 - ☐ Activity sheets
 - ☐ Textbooks
 - ☐ Workplans
 - ☐ Others _____
3. How do you furnish the learning modules to the designated recipients?
 - ☐ Home delivery
 - ☐ Pick-up in Schools
 - ☐ Pick-up in other designated points _____
 - ☐ Others _____
4. How often does a parent / student need to go to school for picking up /dropping off the modules/activity sheets?
 - ☐ Once a week
 - ☐ Every 2 weeks
 - ☐ Once a month
 - ☐ Once every grading quarter
 - ☐ Others _____
5. What is the ratio of the printed module to students?
 - ☐ 1 module: 1 student
 - ☐ 1 module: 2 students

MODE OF PRINTING AND DELIVERY OF LEARNING RESOURCES

6. Does the school procure for printing and/or delivery of learning modules?

- ☐ Yes, through _____ ☐ No
(Mode of Procurement)

7. Does the school conduct in-house or by-administration printing and/or delivery?

- ☐ Yes, printing and collating of learning modules are being done by _____

☐ No

8. Does the school enter into a partnership agreement with LGU?

- ☐ Yes ☐ No

9. If your answer to No. 8 is Yes, what is the support you receive from LGU in relation to the Basic Education Learning Continuity Plan (BE-LCP)? Please explain your answer.

- ☐ Grant of actual Special Education Fund (SEF) contribution _____

☐ Equipment and Supplies, _____

☐ Others _____

10. Does the school enter into a partnership agreement with other eligible entities?

- ☐ Yes, _____ provides _____
(Entity)

☐ No

11. What are the various assistances you receive from SDO in relation to the BE-LCP?

- ☐ The SDO mainly provides the printed materials.
☐ SDO provides additional fund support to the school.
☐ Others, _____

12. Did the school find other ways to augment the fund for the printing of learning resources? If yes, how? _____

(For teachers)

LEARNING MODULES

13. Below are the errors that you might have observed in the modules. Kindly identify the estimated number of errors you have found to date:

Errors	No. of errors found				
	0	1 to 3	4 to 6	7 to 10	10 to 20
Factual errors	☐	☐	☐	☐	☐
Computational Errors (Math related)	☐	☐	☐	☐	☐
Format (Font / Illustration)	☐	☐	☐	☐	☐
Printing errors (color) / Sorting of Pages	☐	☐	☐	☐	☐
Spelling / Punctuation / Typographical errors	☐	☐	☐	☐	☐
Grammar / Syntax	☐	☐	☐	☐	☐

14. Was the school able to distribute the modules and other learning materials on time?

☐ Yes ☐ No

15. If your answer is No in No. 14, how long was the delay in the distribution of modules?

☐ 1 to 3 days ☐ 4 to 8 days ☐ 9 to 15 days ☐ 15 to 30 days

16. In relation to No. 15, what are the reasons for the delayed distribution of modules? Pls. expand your answer/s.

☐ Shortage of resources, _____

☐ Delayed release of digital copies of modules to be printed _____

☐ Delayed procurement for printing, _____

☐ Problems encountered on the delivery of module to students _____

☐ Late pick-up of module by the parents / students _____

☐ Others _____

Please use the following scale in your assessment of the mode of learning and learning materials adopted by the school.

1 = Strongly Disagree; 2 = Disagree 3 = Neutral 4 = Agree 5 = Strongly Agree

No.	Criteria	1	2	3	4	5	Remarks
17. On the Use and Content of the Learning Modules and Materials							
17.1	The lessons in the Self-Learning Modules are well-organized.						

No.	Criteria	1	2	3	4	5	Remarks
17.2	With minimal adult supervision, the module has adequate information and activities that enable the students to learn independently.						
17.3	The instructions in modules are clearly stated and can be well understood by the student.						
17.4	The practice tests and activities provided are age-appropriate.						
17.5	The questions and activities are at different levels of difficulty and stimulates the student's reasoning and creativity.						
17.6	The number and kind of questions/activities in the module can be answered by the students within the given time frame.						
17.7	The contents, information, and illustrations in the module are consistent with moral values and proper conduct.						
17.8	Overall, I am satisfied with the quality of the module which provides a good learning opportunity and supports independent learning.						
18. On the distribution and retrieval of Learning Modules							
18.1	I find the mode of distribution quick and efficient.						
18.2	The school's manner of distribution and retrieval of modules is acceptable and not bothersome for the teachers.						
18.3	Safety prevention protocols are observed during the distribution and retrieval of modules.						
19. Monitoring of Progress							
19.1	I can easily and promptly give feedback on the learners' output to the students/parents.						
19.2	I can easily reach the students/parents for learners' remediation or assistance, if needed.						

20. Are you overall satisfied with the effectiveness and efficiency of the implementation of modular distance learning? Please state your reasons.

21. Do you have any further concerns, suggestions, and feedback to improve the implementation of BE-LCP?

FEEDBACK AND SURVEY FORM (PARENTS)

Dear Parents,
(Sa mga magulang),

Please be assured that the survey is completely confidential and the given answers are only collected to allow us evaluate the government's performance in implementing the DepEd programs and its compliance to laws and regulations for the improvement of the school's services to its stakeholders. *(Ang survey na ito ay mananatiling kumpidensyal. Ang mga sagot dito ay gagamitin lamang upang makakolekta ng impormasyon ukol sa pag-aaral ng implementasyon ng paaralan sa mga programa ng DepEd at ang pagsunod nito sa mga batas upang mas mapaayos ang kanilang mga serbisyo.)*

Name (Optional)		Date	
Grade Level of your Child			

- I. Kindly answer the questions below truthfully. Thank you for your cooperation in completing this form. *(Mangyari po lamang sagutan nang buong katapatan ang mga sumusunod na item. Maraming salamat po sa iyong pakikiisa sa pagsagot ng survey na ito.)*
1. What are the learning delivery modalities that you adopted for your child this School Year (SY) 2020-2021? (Check one or more boxes)
Anu-ano ang mga learning delivery modalities na ginagamit ng iyong anak para sa SY 2020 -2021? (Markahan ng tsek ang isa o higit pang kahon)
- ☐ Printed Modules o nakaimprentang module.
 - ☐ Digital Modules (Downloadables, CDs, DVDs, USB)
 - ☐ Online (Synchronous) Distance Learning kung saan sabay-sabay ang mga mag-aaral at kanilang guro na mag-online upang magtalakayan gamit ang computer o cellphone na konektado sa internet.
 - ☐ Online (Asynchronous) Distance Learning kung saan ang mag-aaral ay nag-online sa sariling itinakdang oras upang pag-aralan ang mga materyales na ibinigay ng guro gamit ang computer o cellphone na konektado sa internet.
 - ☐ TV/Radio Based Instruction o ang pagkakaroon ng channel o programa sa telebisyon at radyo na nakalaan sa pagbibigay ng mga aralin
 - ☐ Others *(Iba pa)* _____
2. What are the Learning materials you received from school?
Ano ang mga materyales para sa pag-aaral na inyong natanggap mula sa paaralan?
- ☐ Self-Learning Modules
 - ☐ Activity sheets
 - ☐ Textbooks
 - ☐ Workplans
 - ☐ Others _____

3. How do you receive the learning modules?
Paano ninyo natatanggap ang mga learning module?

- ☐ Home delivery (*Hinahatid sa bahay*)
☐ Pick-up in Schools (*Kinukuha sa paaralan*)
☐ Pick-up in other designated points (*Kinukuha sa mga itinalagang lugar*)
☐ Others (*Iba pa*) _____

4. How often do you go to school for picking up /dropping off the modules/activity sheets
Gaano kadalas ang inyong pagpunta sa paaralan upang kumuha ng modyul at magpasa ng mga gawa ng mag-aaral?

- ☐ Once a week (*Isang beses sa isang linggo*)
☐ Every 2 weeks (*Tuwing ikalawang linggo*)
☐ Once a month (*Isang beses sa isang buwan*)
☐ Once every grading quarter (*Tuwing magsisimula / magtatapos ng isang markahan*)
☐ Others (*Iba pa*) _____

5. Does the school collect contribution, in any form, for the modules and learning materials received?
May kinokolekta ba ang paaralan na kontribusyon para sa modyul at iba pang materyales na natatanggap?

- ☐ Yes, _____ ☐ No

II. Please answer the table below in your point of view.

No.	Criteria	Yes	No	Maybe	I don't know	Remarks
1. On the Use and Content of the Learning Modules and Materials						
1.1	Are the received Self-Learning Modules neatly bound and organized? <i>Malinis ba at maayos na nakabigkis ang mga modyul na iyong natanggap?</i>					
1.2	With minimal adult supervision, do the module and other learning materials contain adequate information and activities that enable your child to learn independently? <i>Ang mga modyul at iba pang learning materials ay naglalaman ba ng sapat na impormasyon na nakakatulong sa inyong anak na matutunan ang aralin nang hindi nangangailangan ng malimit na pagsubaybay nakakatanda?</i>					
1.3	Are the instructions in modules clearly stated and can be well understood by your child? <i>Ang mga panuto ba sa modyul ay maayos at madaling nauunawaan ng inyong anak?</i>					

No.	Criteria	Yes	No	Maybe	I don't know	Remarks
1.4	Are the practice tests and activities in the modules age appropriate? <i>Naaangkop ba sa edad ng mag-aaral ang mga gawain at pagsusulit sa modyul?</i>					
1.5	Are the questions and activities in different levels of difficulty and stimulate your child's reasoning and creativity? <i>Ang mga tanong at gawain ba sa modyul ay may iba't ibang antas ng kahirapan at nakakapagturo sa mga mag-aaral upang maging mapanuri at malikhain?</i>					
1.6	Can your child answer the module within the given time frame? <i>Natatapos ba ng iyong anak ang pagsagot sa modyul sa loob ng itinakdang oras?</i>					
1.7	Are the contents, information and illustrations in the module consistent with moral values and proper conduct? <i>Ang mga nilalaman ba ng modyul kasama ang mga ilustrasyon ay maiuugnay sa pagtuturo ng mabuting ugali at magandang asal?</i>					
1.8	Overall, are you satisfied with the quality of the module which provides good learning opportunity and supports independent learning? <i>Sa pangkabuuan, ikaw ba ay nasisiyahan sa kalidad ng modyul ng nagbibigay ng magandang pagkakataon upang matuto ang inyong anak at magkaroon siya ng kakayahan na mag-aral ng sarili..</i>					
2. On the distribution and retrieval of Learning Modules						
2.1	Are you fully informed on the manner of distribution of modules? <i>Nabibigyan ka ba ng kaalaman patungkol sa paraan ng pamamahagi ng mga modyul?</i>					
2.2	Are the safety prevention protocols observed during distribution and retrieval of modules? <i>Nasusunod ba ang mga protocol para sa pag-iingat ng lahat na maging ligtas habang ipinamamahagi ang mga modyul?</i>					
2.3	Do you find the mode of distribution quick and efficient? <i>Sa iyong opinion, ang pamamahagi ba ng modyul ay mabilis at maayos?</i>					
2.4	Do you find the frequency of your visits to school acceptable and not bothersome? <i>Sa iyong opinion, ang dalas ba ng pagbisita mo sa paaralan ay tama lamang at hindi naman nakakaabala.</i>					

No.	Criteria	Yes	No	Maybe	I don't know	Remarks
3. Monitoring of Progress						
3.1	Are the grades / feedback on your child's works given promptly? <i>Mabilis bang naipapaalam sa iyo ang grado ng iyong anak para sa kanyang mga ginawa?</i>					
3.2	Does the school keep you informed so you can easily track your child's learning progress? <i>Naipapaalam ba sa iyo ang mga bagay patungkol sa kalagayan ng pag-aaral ng iyong anak?</i>					
3.3	Does the teacher coordinate with the parents for the learners' remediation or assistance, if needed? <i>Nakikipag-ugnayan ba sa inyo ang mga guro kung nangangailangan ng karadaganag paggabay sa pag-aaral ang iyong anak?</i>					

III. Answer the question below based on your observation.

- Below are some kind of errors which you might have observed in the modules. Kindly identify the estimated number of errors you have found as of to date. *(Nasa ibaba ang mga uri ng pagkakamali sa modyul na maaaring naobserbahan na. Tukuyin ang bilang ng mga pagkakamali sa modyul na iyong nakita hanggang sa mga oras na ito.)*

Errors	No. of errors found				
	0	1 to 3	4 to 6	7 to 10	10 to 20
Factual errors <i>(Pagkakamali sa pagtalakay ng mga aralin)</i>	☐	☐	☐	☐	☐
Computational Errors (Math related) <i>(Pagkakamali sa pagkwenta)</i>	☐	☐	☐	☐	☐
Format (Font / Illustration) <i>(Pagkakamali sa anyo ng letra o pahina at sa ilustrasyon)</i>	☐	☐	☐	☐	☐
Printing errors (color) / Sorting of Pages <i>(Pagkakamali sa imprenta)</i>	☐	☐	☐	☐	☐
Spelling / Punctuation / Typographical errors Pagkakamali ng baybayin, mga tanda at sa pag-type sa keyboard	☐	☐	☐	☐	☐
Grammar / Syntax Maling pagsusulat ng pangungusap	☐	☐	☐	☐	☐

- Were you able to receive the modules and other learning materials distributed by the school on time? *(Natanggap mo ba sa oras ang mga modyul at learning materials?)*
☐ Yes ☐ No
- If your answer in No. 2 is No, how long was the delay on the receipt of modules?
(Kung ang sagot sa No. 2 ay No, gaano katagal ang pagkaantala sa pamimigay ng module?)
☐ 1 to 3 days ☐ 4 to 8 days ☐ 9 to 15 days ☐ 15 to 30 days

4. In relation to No. 3, what are the reasons for delayed receipt of modules?
(May kaugnayan sa No. 3, anu-ano ang mga posibleng dahilan ng pagkaantals sa pamimigay ng modyul?)
- ☐ Not released by the schools on time.
☐ Delayed delivery/pick-up of module
☐ Shortage of modules
☐ Others _____
5. Are you overall satisfied with the school's implementation of the modular distance learning? Please state your reasons. *(Pangkabuuan, nasiyahan ka ba sa pagpapatupad ng paaralan ng modular distance learning? Magsabi ng dahilan.)*
- _____
- _____
- _____
6. Do you have any further concerns, suggestions and feedbacks that may help the school and the organization to improve their performance and services to the students and parents in this time of pandemic? *(Mayroon ka bang mga gustong idagdag para maging maayos ang serbisyo ng DepEd at paaralan sa mga magulang at anak?)*
- _____
- _____
- _____