



Republic of the Philippines  
Department of Education  
REGION VIII  
SCHOOLS DIVISION OF CALBAYOG CITY

01 April 2024

**DIVISION MEMORANDUM**

No. 217, series of 2024

**UPDATED ONEDRIVE/MICROSOFT FORMS LINKS FOR THE  
SUBMISSION OF THE REQUIREMENTS UNDER R.A. 11032**

TO: Assistant Schools Division Superintendent  
Office of the CID  
Office of the SGOD  
Public and Private School Heads  
Unit/Section Heads  
All Others Concerned

1. Pursuant to Memorandum OUA-OUT-010524-I1-1 Implementation of Storage Limits for DepEd **Google** Workspace for Education Accounts and OUA-OUT-022924-I1-1, the link for the submission of requirements to comply with the provisions of R.A. 11032 or the Ease of Doing Business Act, the following links/channels are hereby created, as follows:

- a. For the updated CART Directory please submit responses thru <https://forms.office.com/r/uR036GWxAQ>
- b. For the backlog report, Citizen's Charter, and Client Satisfaction Measurement Report (CSMR), please submit your report/zero backlog certification by uploading it at Microsoft Teams (School Heads with Administrative Officer V Channel) with the following link:

<https://tinyurl.com/474fxcvb>

2. All School Heads and Section Heads are directed to submit their Client Satisfaction Measurement Report quarterly by uploading it in the abovementioned platform.

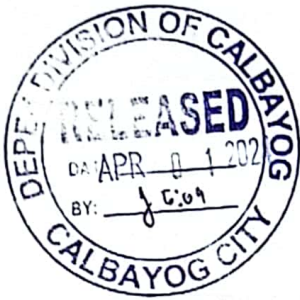
3. For the information of all concerned and immediate dissemination.

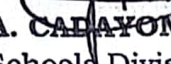


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**MARGARITO A. CADAYONA, JR., Ph.D., CESO VI**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent

Encl.: As stated.  
Reference: N o n e  
To indicated in the Perpetual Index  
Under the following subjects:

FORMS                      RULES AND REGULATIONS  
REPORTS

OSDS-009/March 26, 2024



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