



Republic of the Philippines  
**Department of Education**  
Region V  
**SCHOOLS DIVISION OF SORSOGON**

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November 19, 2024

**DIVISION MEMORANDUM**

No. 263 s. 2024

**DIVISION-LED CHILD-MAPPING ACTIVITY**

TO: Assistant Schools Division Superintendent  
Chief Education Supervisors, CID and SGOD  
Education Program Supervisors and Division Coordinators  
Public Schools District Supervisors and OIC-PSDSs  
Public Elementary School Heads  
Public Secondary School Heads  
All others concerned

1. In accordance with the *Intermediate Outcome No. 1: Access* of the Department of Education results framework, as provided in DepEd Order No. 24, s. 2022 re: Basic Education Development Plan 2030, this Office is initiating a division-wide and division-led child mapping activity. This initiative aims to gather actual data on the school-aged children in the communities within the 14 municipalities of Sorsogon. Data and insights from this child-mapping will provide valuable inputs for the improvement of delivering quality basic education to Sorsoganon learners.
2. Pursuant to this initiative, a series of activities to be funded through the Special Education Fund (SEF) of the Provincial Government Office of Sorsogon will be conducted to ensure the smooth implementation of the Child-mapping activity.
3. School districts shall choose one (1) elementary-level representative and one (1) secondary-level representative who will serve as data consolidators. They must be proficient in the use of spreadsheets (MS Excel or Google Sheets) and other similar computer apps. Preferably, the chosen data consolidators must have a good level of awareness of the different Barangays being served by their districts. No classroom teacher shall be designated as a district data consolidator. Districts must register their chosen data consolidators for an upcoming training at a date and venue to be announced in a separate advisory. The online registration will be through the link: [https://bit.ly/DCmap\\_Consolidators](https://bit.ly/DCmap_Consolidators)
4. Three batches of one-day training-orientation for schools will also be conducted at a date and venue to be announced in a separate issuance. Schools must choose two (2) representatives who will



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attend the said training-orientation and who will also be responsible for cascading the guidelines in the child-mapping activity in their respective stations. Schools must register their chosen representatives online through the link: [https://bit.ly/reg\\_DCmap2024](https://bit.ly/reg_DCmap2024)

5. Actual child-mapping activities in communities shall commence after the conduct of these activities and upon the issuance of the guidelines through a separate memorandum. The memorandum containing the guidelines will be released and discussed during the training-orientation of schools.
6. Immediate & widest dissemination and compliance of this Memorandum are directed.

  
JOSE L. DONCILLO, CESO V  
Schools Division Superintendent 