



Republic of the Philippines
Department of Education

REGION XII
SCHOOLS DIVISION OF SOUTH COTABATO

Office of the Schools Division
Superintendent

06 Aug 2024

DIVISION MEMORANDUM
SGOD No. **066**s. 2024

CONDUCT OF ONLINE SURVEY FOR THE SCHOOL STAFFING
STUDY BY IDINSIGHT

To: Public Schools District Supervisors/Principals In-Charge
Public Elementary and Secondary School Heads
All Others Concerned

1. In reference to Region Memorandum PPRD-2024-058 titled, **Conduct of Online Survey for the School Staffing Study by IDINSIGHT**, this office through the Planning and Research Section shall spearhead the conduct of the said online survey before August 9, 2024.

2. Anent this, the following identified schools shall participate in the said activity.

District	BEIS School ID	School
Banga East	130636	San Jose Elementary School
Banga North	130644	Sancho Elementary School
Banga South	130650	Lam-asam Elementary School
Lake Sebu East	130658	Bakdulong Elementary School
Lake Sebu East	130671	Lake Sebu Central Elementary School
Lake Sebu West	130682	Proper Ned Elementary School
Norala	130703	Kibid Elementary School
Polomolok East	130730	Maligo Elementary School
Polomolok West	130745	Polomolok Central Elementary School
Surallah Central	130765	Centrala Central Elementary School
Surallah North	130779	Mabini Elementary School
Tantangan	208524	Talambongan Elementary School
Lake Sebu West	304551	Ned National High School
Tupi North	304575	Tupi National High School
T'boli West	500633	Kesegmung Integrated School
Banga East	501270	Lambukay Integrated School



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3. The details of the survey can be found in Annex A: Instructions for the IDINSIGHT School Staffing Survey.
4. All Municipal Research Coordinators are hereby directed to facilitate the conduct of the online survey and monitor the status of compliance.
5. For further inquiries, please contact Blessy Joie P. Barnuevo, Senior Education Program Specialist for Planning and Research Section at blessyjoie.barnuevo@deped.gov.ph
6. Immediate dissemination of and strict compliance with this memorandum is directed.


LEONARDO M. BALALA CESO V
Schools Division Superintendent

Encl.: None

Reference: As stated

To be indicated in the Perpetual Index
under the following subjects:

SURVEY

RESEARCH

STUDIES

BJB/DM – conduct of online survey for the school staffing study by IDINSIGHT
0000/July 26, 2024



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Annex A to DM SGOD No. **066** s. 2024

Instructions for IDinsight Online Survey

Annex A

Instructions for IDinsight Online Survey

I. Study Participants

- a. **The identified schools listed in Annex B shall only participate and answer this survey.**
- b. The target school participants of the survey are the following: **(1) school head, (5) teachers and (1) school-based administrative officer II (AO II)**.
- c. If the school does not presently have an administrative officer II (AO II) please disregard the attached administrative officer II survey.
- d. In the event that the school has more than five (5) teachers, the school head should randomize the selection, following this procedure:
 - School heads should refer to an alphabetized list of teachers in that school, in order of last name (A-Z)
 - Select the first 5 teachers on that list to complete the survey,
 - If any of those teachers are not available or do not wish to be surveyed, please continue down the alphabetized list until 5 teachers confirm their availability and willingness to be surveyed,
 - In schools with less than 5 teachers, all teachers within the school will be requested to complete the survey

II. Data Collection Instruction and Schedule

1. To access the online survey, participants shall refer to the following links
 - a. School Heads: <https://bit.ly/idi-shsurvey>
 - b. Teachers: <https://bit.ly/tchrsurvey>
 - c. Administrative Officer II: <https://bit.ly/ao2survey>
2. The survey form consists of the following sections: Background, Informed Consent form, Participant Profile, and Survey Proper.
3. **Respondents can access the online survey form from July 15 to August 09, 2024.**

III. Monitoring

To facilitate monitoring and ensure compliance, may we request the **Regional Office (ROs) and Schools Division Office (SDOs) to designate (1) focal person** for this data collection. The assigned personnel are requested to fill-up this form: https://bit.ly/ID_SurveyFocal.



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