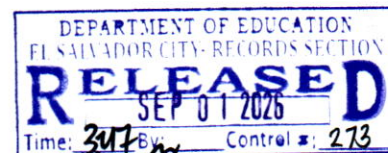




Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY



August 27, 2026

DIVISION MEMORANDUM
NO. 273, s. 2026

MONITORING OF SUBMISSION OF SCANNED SCHOOL FORM 3 (SF3)
BOOKS ISSUED AND RETURNED FOR SCHOOL YEAR 2025-2026
AND BOOKS ISSUED AND RETURNED FOR SCHOOL YEAR 2026-2027

To: Assistant Schools Division Superintendent
Chief Education Supervisor, SGOD & CID
Education Program Supervisors / Technical Assistance Providers
All Public Elementary and Secondary School Heads
All Public Elementary and Secondary School Teachers
All Others Concerned

1. Regarding Regional Memorandum No. 663, s. 2026 re Submission of Scanned School Form 3 (SF3) Books Issued and Returned for School Year 2026-2027, the field is hereby informed of a monitoring activity of the schools consolidated recording of SF3 per Section and per Grade Level.
2. SF3 is a DepEd-mandated document used to track document used to track textbooks distributed to learners in the beginning of the school year and shall be retrieve back at the end of the school year.
3. The consolidated SF3 data gives the region and the central office insights into shortages, losses, or gaps in textbook distribution. This allows LR's to plan for interventions, request additional resources, or strengthen accountability measure.
4. Here is the link for submission of SF3 to central office <https://tinyurl.com/SUMMERFORM3-SY2026-2027RX>.
5. For submission to the Schools Division Office of El Salvador City, the link shall be provided through the official group chat. Monitoring of books distributed and retrieved shall also be done during the school visits of LR Personnel.
6. Attached is the copy of RM No. 663, s. 2026 for reference.
7. This Office adheres to Equal Opportunity Principle (EOP) in the steps undertaken for this purpose. Hence, all decisions and actions shall be based on guidelines set forth, with no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

8. This Office directs the immediate and wide dissemination of this Memorandum.

RANDOLPH B. TORTOLA
Schools Division Superintendent

ATCH: As stated
To be indicated in the **Perpetual Index**
under the following subject:

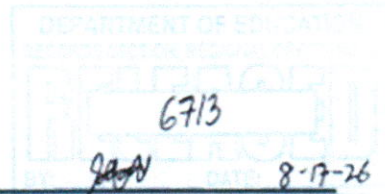
TRAININGS

LEARNING RESOURCES

CID/mrv



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO



August 12, 2026

REGIONAL MEMORANDUM
No. 663, s. 2026

SUBMISSION OF SCANNED SCHOOL FORM 3 (SF3)
BOOKS ISSUED AND RETURNED
FOR SCHOOL YEAR 2026-2027

To: Schools Division Superintendents
All Others Concerned

1. This issuance refers to the **Submission of Scanned School Form 3 (SF3) for School Year 2026-2027** on or before **August 14**.
2. SF3 is a DepEd-mandated document used to track document used to track textbooks distributed to learners in the beginning of the school year and shall be retrieve back at the end of the school year.
3. The consolidated SF3 data gives the region and the central office insights into shortages, losses, or gaps in textbook distribution. This allows LR to plan for interventions, request additional resources, or strengthen accountability measure.
4. Here is the official School Form 3 central office submission link <https://tinyurl.com/SUMMERFORM3-SY2026-2027RX>.
5. For inquiries regarding the submission of the SF3, please coordinate with the designate LR focal person via the LR EPS Official Chat Group.
6. This Office directs the immediate and wide dissemination of this Memorandum.

Digitally signed by
Legaspi Ruth
Fuentes
Date: 2026.08.14

DR. RUTH L. FUENTES, CESO III
Regional Director

ATCH.: As stated
To be indicated in the Perpetual Index
under the following subjects:

FORMS LEARNING RESOURCES REPORTS

CLMD/sc



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