



Republic of the Philippines

DEPARTMENT OF EDUCATION

Region VII, Central Visayas

SCHOOLS DIVISION OF NEGROS ORIENTAL

Capitol Area, Dumaguete City



www.depednegor.net



negros.oriental@deped.gov.ph



(035) 225 2376 / 225 2838 / 422 5283

November 21, 2017

DIVISION MEMORANDUM

No. 696 s. 2017

SUBMISSION OF CERTIFICATION, AUTHENTICATION & VERIFICATION (CAV) FORM 6

TO : Assistant Schools Division Superintendent
Chief- SGOD & CID
Public Schools District Supervisor
Public & Private School Heads
Records Custodian/Registrars

1. One of the requirements that a School Head has to comply in regards to the application of the Certification, Authentication & Verification of School Records is the submission of the Certification, Authentication & Verification (CAV) Form 6.
2. The School Head is hereby directed to submit the accomplished CAV Form 6 to Division Office to Ms. Tara Gay Dapat thru her email address: tara.dapat@deped.gov.ph for submission to DepEd, Regional 7 Office.
3. For proper guidance and strict compliance.

SALUSTIANO T. JIMENEZ, CESO VI
OIC-Assistant Regional Director
Concurrent Schools Division Superintendent
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