



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

09 Sept 2026

DIVISION MEMORANDUM

No. 451, s. 2026

**IMPLEMENTATION AND MANDATORY DATA COMPLIANCE THROUGH THE
SCHOOL TURNAROUND PROGRAM (STAP) ONLINE SYSTEM**

To: Assistant Schools Division Superintendents
Chief- Curriculum Implementation Division (CID)
Chief- School Governance and Operations Division (SGOD)
Education Program Supervisor in-charge of Private Schools
Public Schools District Supervisors
Private Elementary and Secondary School Heads
All others concerned

1. Attached herewith is Regional Memorandum No. 563 s. 2026 re: *Implementation and Mandatory Data Compliance Through the School Turnaround Program (STAP) Online System*.
2. Immediate and widest dissemination of this Memorandum is earnestly desired.

MARITES A. IBANEZ, CESO V
Schools Division Superintendent

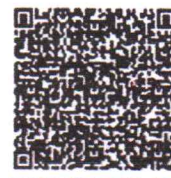
RVR/ Implementation and Mandatory Data Compliance Through the School Turnaround Program
(STAP) Online System /S2-115204/09-09-2026



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Department of Education
REGION IV-A CALABARZON



FTAD-RM-2026-563

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ICT SECTION

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S2-115204

Date: 09/02/2026
Time: 09:30 AM
By: ICT HJ

Regional Memorandum
No. 563 s. 2026

28 August 2026

**IMPLEMENTATION AND MANDATORY DATA COMPLIANCE
THROUGH THE SCHOOL TURNAROUND PROGRAM (STAP)
ONLINE SYSTEM**

To: **Schools Division Superintendents**
Chiefs of SGOD and CID
School Heads of STAP Participating Schools
All Others Concerned

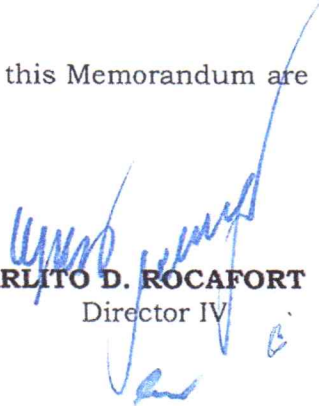
1. In reference to Regional Memorandum No. 750, s. 2025¹, this Office, through the Field Technical Assistance Division (FTAD), announces the deployment and operationalization of the School Turnaround Program (STAP) Online System. The system is intended to streamline school performance monitoring, strengthen governance, and promote data-driven decision-making across basic education institutions.
2. The system is designed to facilitate the centralized submission, monitoring, review, and validation of school performance data and governance documents. It will serve as a digital platform for linking administrative reporting with timely and targeted school-improvement interventions.
1. The STAP Online System will centralize essential school governance documents and performance information through the following modules:
 - a. Baseline information on learner demographics, teaching and non-teaching personnel, school facilities, and key performance indicators, including enrollment, dropout, and completion rates.
 - b. Submission, monitoring, and tracking of the school's three-year strategic improvement plan.
 - c. Annual monitoring of priority programs, projects, activities, and corresponding resource requirements or allocations.

¹ Operational and Strategic Guidelines for Implementing the School Turnaround Program (STAP)

- d. Submission and monitoring of OPCRf documents and performance results to assess leadership outcomes against established targets and deliverables.
2. All Schools Division Offices (SDOs) with participating STAP schools are hereby directed to disseminate the official registration and submission link to their respective school heads and ensure that all designated schools complete the required registration, data entry, document uploading, and submission within the prescribed timelines. The Portal Access Link shall be https://script.google.com/macros/s/AKfycbxti26-J3CCbaSSFiTnv-8M4wyNftV3yGfpsM_TxHl7G7XtHt2ibU0CUvWRHm_j2ZP4g/exec.
3. This link <https://sites.google.com/depd.gov.ph/ro-iv-a-ftad-stap/home> is intended for all Schools Division Offices (SDOs) with schools participating in the School Turnaround Program (STAP). It shall serve as the official dashboard for monitoring the progress of STAP implementation and facilitating the submission of required reports.
4. The school heads shall:
 - a. Serve as the primary operational users of the system;
 - b. Upload, update, and submit school-level data and documents;
 - c. Submit the School Profile, SIP, AIP, and OPCRf-related information;
 - d. Use only their official @depd.gov.ph accounts; and
 - e. Ensure that all submitted information is accurate, complete, current, and supported by official school records.
5. The SGOD Education Program Supervisors (EPS) and Public Schools District Supervisors (PSDS) shall serve as reviewing authorities and shall:
 - a. Evaluate school submissions;
 - b. Provide technical assistance and appropriate recommendations;
 - c. Add annotations or comments when necessary;
 - d. Validate submitted documents and information; and
 - e. Complete the review and validation process within ten (10) working days from submission, subject to the completeness of the submission.
6. All users shall access and use the STAP Online System only for authorized official purposes. The collection, processing, storage, and sharing of personal and school data shall be limited to what is necessary for the declared and legitimate purpose of the program. Appropriate organizational, physical, and technical safeguards shall be implemented to protect the confidentiality, integrity, and availability of the information against unauthorized access, accidental loss, alteration, disclosure, or other unlawful processing, consistent with the Data Privacy Act of 2012, its Implementing Rules and Regulations, and NPC Circular No. 2016-01, Security of Personal Data in Government Agencies. Access credentials must not be shared. Users shall

ensure that information submitted through the system is accurate and shall immediately report suspected unauthorized access, security incidents, or data breaches to the Field Technical Assistance Division.

7. All SDOs with participating STAP schools shall ensure the timely dissemination of this Memorandum and strict compliance with the registration, submission, review, validation, and reporting requirements of the STAP Online System.
8. For inquiry, kindly contact Chief Michael Girard R. Alba of the Field Technical Assistance Division via email michael.alba@deped.gov.ph or through mobile number at 09178882731.
9. Immediate dissemination and strict compliance with this Memorandum are highly desired.


CARLITO D. ROCAFORT
Director IV