



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Division of Cebu Province

May 10, 2021

DIVISION MEMORANDUM

No. 169, s. 2021

UPDATE IN THE USE OF THE RMIS

To: Assistant Schools Division Superintendents
Chiefs, CID and SGOD
Public Schools District Supervisors/District In-Charge
Elementary and Secondary School Heads
All Other Concerned

1. Everyone is hereby informed that a temporary setback in the tracking system under the Records Management Information System (RMIS), was experienced by this office last May 7, 2021.
2. As a result, all transaction records, covering the period **March 25, 2021 to May 7, 2021**, were permanently decimated from the system and cannot be viewed anymore for updating and tracking, and beyond retrieval.
3. For this reason, everyone is advised to apply for a new tracking number for each “on processed” transaction affected.
4. The division personnel are strongly encouraged to resort to other alternative ways to ensure that the documents already submitted are properly recorded and updated until the same is completed and released.
5. For widest dissemination.


MARILYN S. ANDALES, Ed. D., CESO V
Schools Division Superintendent

MSA/AAB/jcd



Address: IPHO Bldg., Sudlon, Lahug, Cebu City
Telephone Nos.: 520-3216
Email Address: depedcebuprovince@deped.gov.ph