Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF PAMPANGA

October 22, 2026

DIVISION MEMORANDUM
No. 636 , s. 2026

ENROLLMENT AND CREATION OF SCHOOL ACCOUNTS IN THE 2026 CLIENT SATISFACTION MEASUREMENT (CSM) CONSOLIDATION FORM

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. In preparation for the implementation of the **2026 Client Satisfaction Measurement (CSM) Consolidation System**, all public elementary and secondary schools in the Schools Division of Pampanga are hereby directed to accomplish the prescribed Microsoft Teams Form for the enrollment and creation of their respective school accounts in the said system **on or before October 23, 2026**.

2. The 2026 CSM Consolidation System serves as a centralized platform for the submission, collection, and consolidation of CSM results, replacing the previous practice of submitting reports through multiple Google Forms. The system is designed to improve reporting efficiency, validate encoded data, minimize erroneous submissions, and facilitate the monitoring and consolidation of CSM reports across offices and schools.

3. To facilitate the registration and creation of school accounts, all School Heads shall ensure the accomplishment and submission of the required information through the following link:

MS Teams Form for School Enrollment and Account Creation: https://forms.cloud.microsoft/r/j8Hut1h9pZ

4. School Heads shall ensure that the information submitted is **complete, accurate, and properly verified**, as these details shall serve as the basis for the enrollment and creation of their respective school accounts in the CSM Consolidation System.

5. Each school shall designate authorized personnel who will be responsible for coordinating the account registration and subsequent submission of CSM reports through the system, subject to further instructions and guidelines to be issued by the concerned offices.

6. The accomplishment of the prescribed form is a preparatory requirement to ensure the readiness of all schools for the implementation of the centralized CSM

reporting system. Further instructions regarding account access, system orientation, and submission procedures shall be communicated once available.

7. Public Schools District Supervisors are requested to assist in the dissemination of this Memorandum and monitor the compliance of schools within their respective districts.

8. For inquiries and clarifications, concerned personnel may coordinate with the Administrative Services Unit through the Division Public Assistance Coordinator.

9. Immediate dissemination of and strict compliance with this Memorandum are directed.

For:

LEONARDO C. CANLAS, EdD, CESO VI
Schools Division Superintendent

By:

MIKAEL SANDINO T. ANDREY
Education Program Supervisor
Officer-in-Charge, Office of the
Assistant Schools Division Superintendent

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