



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF DASMARIÑAS
FRANCISCO E. BARZAGA INTEGRATED HIGH SCHOOL
BRGY. SAN JOSE, CITY OF DASMARIÑAS, CAVITE

20 Aug 2026

SCHOOL MEMORANDUM

No. **236**, s. 2026

**UPDATING OF SCHOOL LETTERHEAD/FOOTER AND OTHER RELEVANT
LINKS FOR SY2026-2027**

To: OIC - Assistant Principal for Academics - JHS/SHS
All Teaching/Non-teaching personnel
All Others Concerned

1. In relation to School Memorandum No. 133, s. 2025 re: DEPED-BAGONG PILIPINAS BRAND GUIDELINES, this office informs all teaching/non-teaching personnel regarding the revised school letterhead/footer as well as the relevant links for SY2026-2027.

2. Revisions to the school templates include the updated link for the school website and removal of the landline (046)416-9484 which is no longer in use.

3. Likewise, enclosed in this memorandum are links where the forms/templates may be downloaded.

4. This memorandum shall be strictly implemented and all documents, reports and communications using the old template shall be returned for revision starting September 01, 2026.

5. For relevant queries, please contact Mr. Freddie S. Bueno – OIC – Asst. Principal for Academics (JHS) or Ms. Maria Pamela C. Santiago, Registrar I thru email: freddie.bueno@deped.gov.ph / mariapamela.santiago@deped.gov.ph.

6. Immediate and widest dissemination of this memorandum is directed.


JEFFREY B. PENALES
School Principal I

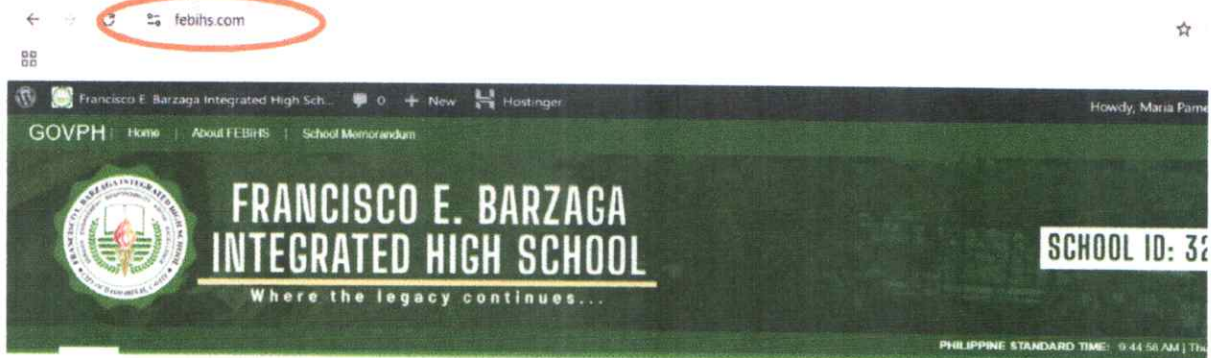


Address: Lagmay Compound, Medina Ville, Brgy. San Jose, City of Dasmariñas, Cavite
Telephone No: (046) 230-9622
Email Address: 328201@deped.gov.ph
Facebook Page: DepEd Francisco E. Barzaga IHS - Dasmariñas City
Website: <https://www.febihs.com>

Doc. Ref. Code	QMS-REC-F01	Rev	02
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FEBIHS FORMS/TEMPLATES LINK

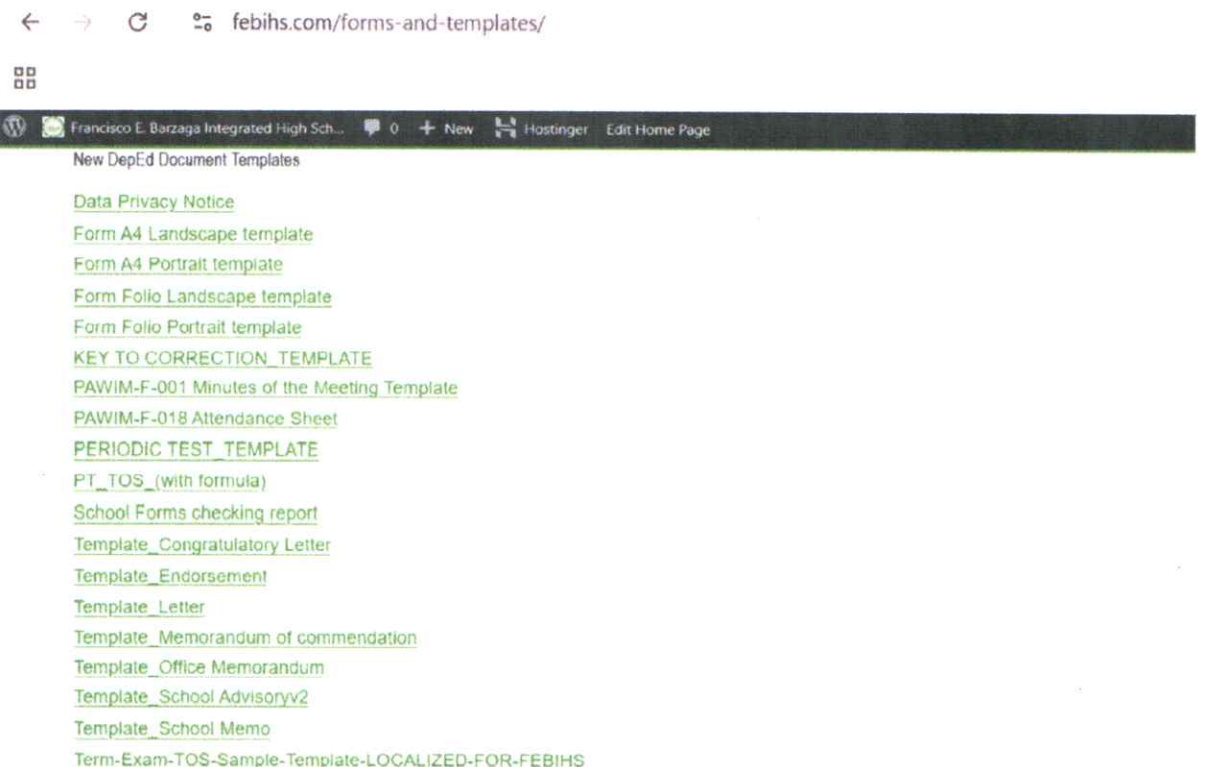
1. Go to febihs.com



2. Go to Repository and select forms

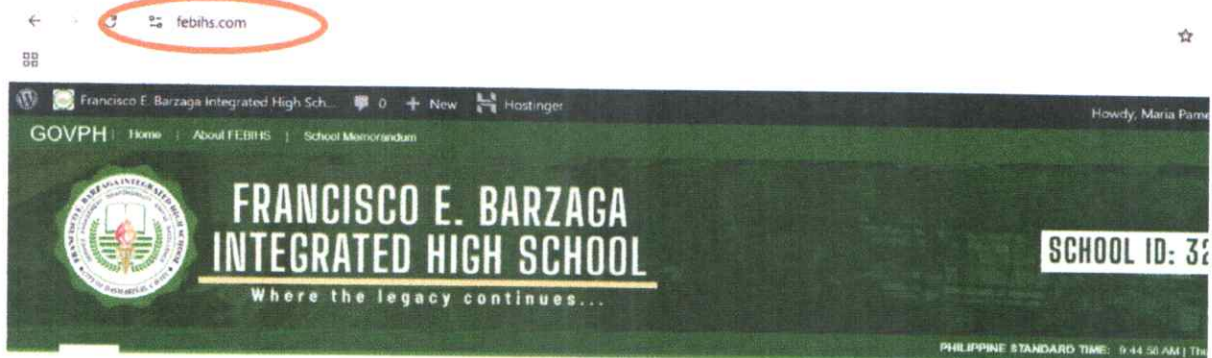


3. Download Template as needed

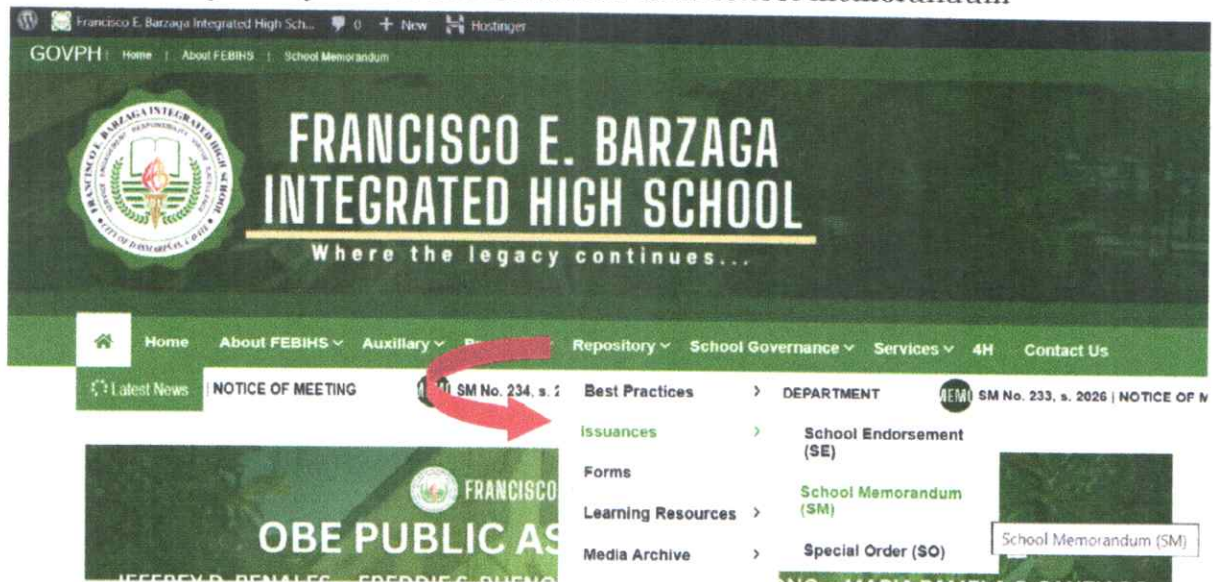


FEBIHS SCHOOL MEMORANDUM LINK

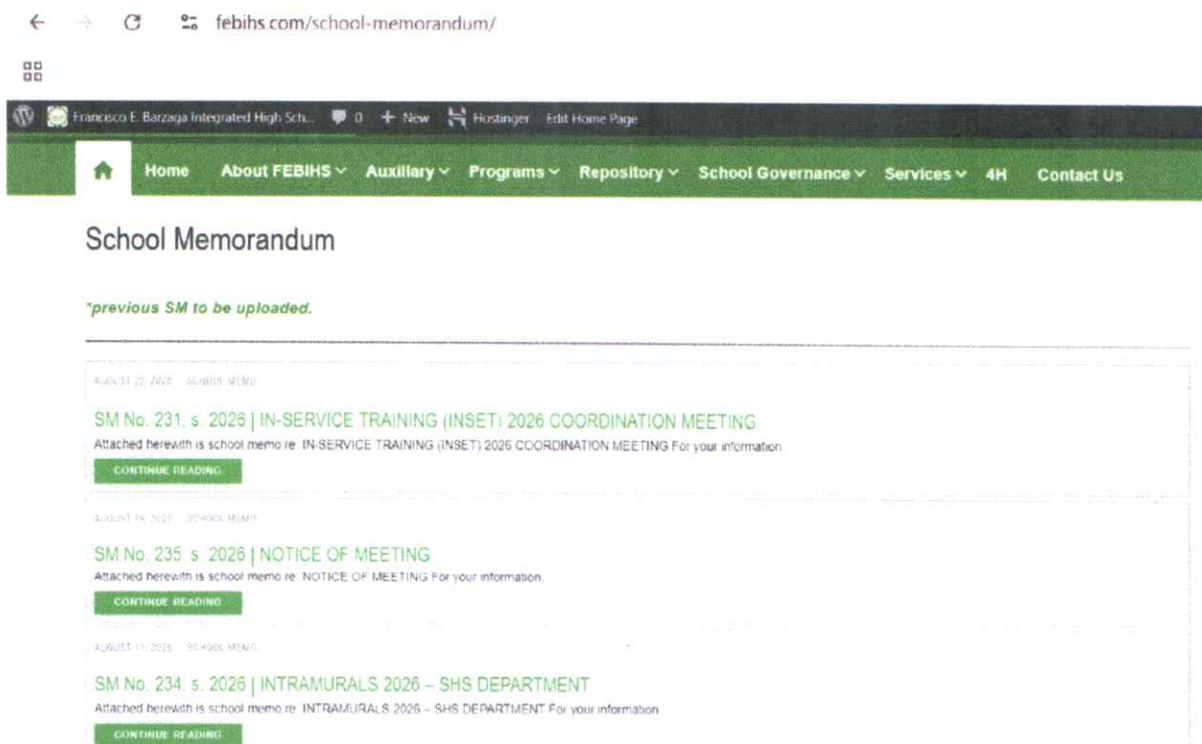
1. Go to febihs.com



2. Go to Repository and select issuances then school memorandum



3. View/download school memorandum as needed



Name of Link	Original Link	Remarks
Received SF10 from previous/other school	https://depdph-my.sharepoint.com/:x:/g/personal/mariapamela_santiago_depded_gov_ph/IQAacvzDfUI3SbaighvdOeFkAatbrHCrZGTZaunpajUv5yg?e=8HlIEO	Class Advisers
SY2026-2027 No. of school Days	https://depdph-my.sharepoint.com/:x:/g/personal/mariapamela_santiago_depded_gov_ph/IQBxK0eZrI9FQaGt7UCKjIHbAUyhVicRF5pztSI7d1L9r34	Class Advisers



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21 May 2025

SCHOOL MEMORANDUM

No. **133**, s. 2025

DEPED-BAGONG PILIPINAS BRAND GUIDELINES

To: OIC - Assistant Principal for Academics
All Teaching/Non-teaching personnel
All Others Concerned

1. In relation to Division Memorandum No. 237, s. 2025 re: DEPED-BAGONG PILIPINAS BRAND GUIDELINES, this office informs the field that starting **June 23, 2025**, all teaching, non-teaching personnel and learners shall use the updated document templates (letterhead, footer, etc.) for all **OFFICIAL** school communication or other school related documents/reports.
2. In addition, kindly ensure that the prescribed font style is installed in ALL devices personnel/learners are using to ensure that the correct format is followed. The font style may be downloaded from the link for Downloadable forms/templates: <https://febihs.depeddasma.edu.ph/school-files>
3. This memorandum shall be strictly implemented and all documents, reports and communications using the old template shall be returned for revision.
4. For relevant queries, please contact Mr. Freddie S. Bueno – OIC – Asst. Principal for Academics (JHS) or Ms. Maria Pamela C. Santiago, Registrar I thru email: freddie.bueno@deped.gov.ph / mariapamela.santiago@deped.gov.ph.
5. Widest dissemination of and compliance with this Memorandum is directed.


IVY JOY D. PELAYO
School Principal II



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