



Republic of the Philippines
Department of Education
CARAGA REGION

March 17, 2020

REGIONAL MEMORANDUM
No. 168, s. 2020

To: Schools Division Superintendents
Assistant Schools Division Superintendent
Chiefs SGOD and CID
Division SHS Coordinator
This Region



ALTERNATIVE MODALITY IN THE ESTABLISHMENT OF EXISTING JHS/IS AND
STAND-ALONE SENIOR HIGH SCHOOL AND ADDITIONAL PROGRAM
OFFERING IN SENIOR HIGH SCHOOL (SHS)
PROGRAM IMPLEMENTATION

1. In DepEd Memorandum No. 043, s. 2020, the DepEd is implementing measures as observance to stringent social distancing measures to all DepEd Offices. The social distancing measures are for the protection of each official, teaching and nonteaching personnel of DepEd, the immediate community and the country, and for the achievement of public health objectives such as the mitigation of the scale and speed of community transmission of COVID-19, as well as the conservation of the adequacy of the country's health system and infrastructure to deal with the situation.
2. Continuity in the delivery of DepEd essential services such as submission of documentary requirements, evaluation of documents, conduct of ocular inspection, and issuance of permit to operate shall be put into placed while observing stringent social distancing measures in work related functions and responsibilities, to wit:

Process	Procedure	Responsible Person	Modality
Additional Program Offering and Establishments of DepEd and Non-DepEd Schools for SHS Program Implementation	Submission of Documentary Requirements	Chief, EPS, ADAS	Email the Scanned PDF Documents in order according to the checklist of requirements to <u>edmundmendoza31@gmail.com</u> or <u>edmund.mendoza@deped.gov.ph</u>
	Evaluation of Documents and compliance of documentary requirements.	Chief, EPS, ADAS	Email the Scanned PDF Evaluation Sheet and Endorsement Letter



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	Conduct of Ocular Inspection	Regional Inspectorate Team and Division Inspectorate Team	Video Conferencing through Facebook and other Social Media Platform
	Issuance of GPTO and Approval to Operate	RD, Chief, and EPS	Email Scanned PDF Pictures of the School Crucial Resources Electronic approval of the Permit to Operate

3. The SDOs shall adhere on the agreed timeline in the submission of documentary requirements as stipulated in Regional Order No. 27, s. 2019, to wit:

Process	Timeline
Deadline of Submission to SDO	July 30
Deadline of Submission to RO	August 30
Notifications of Deficiencies to Schools from RO	September 30
Compliance of Deficiencies of Schools to RO	October 30
RO Conduct of Ocular Inspection	November 30
Compliance of Deficiencies of Schools to RO	December 30
Issuance of Permit/Recognition	January 30

4. Wide dissemination and compliance of this memorandum is enjoined.


FRANCIS CESAR B. BRINGAS, CESO V
 OIC – Regional Director 