



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF OZAMIZ CITY

April 11, 2023

DIVISIONAL MEMORANDUM


No. 109, s. 2023

CORRIGENDUM TO DIVISIONAL MEMORANDUM No. 076, s. 2023

(Progress Monitoring on the School Establishment
of Barangays Tabid and Gotocan Diot)

To: Assistant Schools Division Superintendent
Chief Education Supervisors (SGOD and CID)
Public School Heads (Narciso B. Ledesma CS and Hilarion J.
Ramiro ES)
Other Concerned Personnel
This Division

1. In reference to Divisional Memorandum No. 076, s. 2023, the scheduled conduct of the Program Implementation Review (PIR) is moved from April 4 to April 18, 2023.
2. Other provisions in the Memorandum shall remain in effect.
3. Immediate and wide dissemination of this Memorandum to all concerned personnel is highly enjoined.


NIMFA R. LAGO, PhD, CESO VI
Assistant Schools Division Superintendent
OIC, Office of the Schools Division Superintendent

Encl: As stated
To be indicated in the Perpetual Index
under the following subjects:

PIR	PPAs	ESTABLISHMENT	SCHOOL
SBC/DM PROGRESS MONITORING ON THE SCHOOL ESTABLISHMENT OF BARANGAYS TABID AND GOTOCAN DIOT			
_____ April 11, 2023			



Address: IBJT Compound, Carangan, Ozamiz City
Telephone No: (088) 545-09-88
Telefax: (088) 545-09-90
Email Address: deped1miz@gmail.com

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**Status of the Establishment of New Elementary School
in Brgy. Gotocan Diot and Brgy. Tabid
(as of March 6, 2023)**

Output	Office Responsible to Provide Technical Assistance	Status	
		<i>Leyson PS (Gotocan Diot)</i>	<i>Abanil ES (Tabid)</i>
1A. Letter Request to open a school addressed to the SDS.	Public School District Supervisor	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done	<input checked="" type="checkbox"/> Accomplished <input type="checkbox"/> To be done
1B - 1. Justification on the need to open a school	-	<input checked="" type="checkbox"/> Accomplished <input type="checkbox"/> To be done	<input checked="" type="checkbox"/> Accomplished <input type="checkbox"/> To be done
1B - 2. Proposed organizational structure	AO IV - Personnel	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done
1B - 3. School environment (Environmental Scanning / Situational Analyses)	SGOD - Social Mobilization and Networking	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done
1B - 4. Proposed school development plan	SGOD - Education Facilities	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done
1B - 5. Proposed budget/budgetary requirements	Budget Office	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done
1C. Division Inspection Report signed by Superintendent	Division Review and Evaluation Committee	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done
2. Sangguniang Bayan/Panglungsod resolution supporting the establishment of school, duly approved by the municipal/city mayor, indicating therein the proposed name of the school.	SGOD - Social Mobilization and Networking	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done
3A. List of prospective enrollees per grade level, indicating their names, ages,	Public School District Supervisor (PSDS)	<input checked="" type="checkbox"/> Accomplished <input type="checkbox"/> To be done	<input checked="" type="checkbox"/> Accomplished <input type="checkbox"/> To be done



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addresses and/or school where they are currently or were enrolled.			
3B. Justification by the SDS on the need to establish a school, if necessary.	Planning & Research Unit	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done
4B. Certification from the SDS that no private elementary school to cater to the elementary school graduated/students who cannot afford to enroll in a private elementary school.	Planning & Research Unit	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done
5A. Map, preferably drawn to scale, showing the distances of the existing schools within the catchment area of the proposed new school, duly certified by the municipal/city engineer.	SGOD – Education Facilities Unit	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done
5B. Certification from the municipal/city engineer that the proposed school is not within the 2 km radius (for rural areas) or 1 km radius (for urban areas) from any existing public elementary/high school.	Planning & Research Unit	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done
6A. Any document such as but not limited to Deed of Donation, Deed of Sale or Contract of Usufruct for 50 years executed in favor of DepEd,	Legal Unit	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done



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OCT or TCT in the name of DepEd, reflecting the size and boundaries of the school site			
6B. Justification from the SDS in case the required size of school site cannot be met.	Legal Unit	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done
7. Clearance/permit from the provincial Mines and Geosciences Bureau (MGB) and the Regional Office of the Department of Environment and Natural Resources (DENR) stating that the proposed school site is not a high risk area.	SGOD – Social Mobilization & Networking	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done
8A. School site development plan	SGOD – Education Facilities Unit	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done
8B. School building plan indicating the number and technical specifications of the classrooms to be built.	SGOD – Education Facilities Unit	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done
8C. School building design duly approved by DepEd Education Facilities Division, Administrative Services	SGOD – Education Facilities Unit	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done
8D. School building permit issued by the municipal/city engineer	SGOD – Education Facilities Unit	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done
8E. Bureau of Fire Protection Certificate	SGOD – Education Facilities Unit	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done	<input type="checkbox"/> Accomplished <input checked="" type="checkbox"/> To be done



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8F. In case classrooms are already constructed, inspection report from Division In-Charge of Facilities Section.

SGOD - Education
Facilities Unit

Accomplished
 To be done

Accomplished
 To be done

Overall Progress

9.09%

13.64%

Evaluated by:


SAMIE B. ASO
EPS II - M&E


ELL JUNE S. ABUCAY
Planning Officer III

Noted:


SUSAN EPIFANIA B. CARPIO
Chief Education Supervisor



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