



03222-067

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS



23 MAR 2022

DIVISION MEMORANDUM
No. 188 s. 2022

**COMPOSITION OF THE SDO INSPECTORATE TEAM ON THE PROCESSING OF
PRIVATE SCHOOL APPLICATIONS FOR THE LIMITED FACE-TO-FACE
CLASSES**

To: OIC - Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public Elementary and Secondary Schools
Heads, Unit/Section
All Others Concerned

1. With reference to DepEd-4A-05-RM-22-122 entitled "Guidelines on Processing the Applications of Privates Schools for the Limited Face-To-Face Classes", the City Schools Division of the City of Tayabas will conduct onsite validation on the compliance of private school applications.
2. This activity is for the members of the SDO Inspectorate on the processing of Private School Applications for Limited Face-To-Face Classes. Please see Enclosure 1.
3. Applicant-schools shall undertake online self-assessment using the School Safety Assessment Tool (SSAT) that can be accomplished thru tinyurl.com/SSAT-Private4A.
4. Immediate dissemination of this memorandum is desired.


NATIVIDAD P. BAYUBAY, CESO VI
Schools Division Superintendent 



Brgy. Potol, Tayabas City

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<https://depeditayabas.com/>

Enclosure 1

Composition of The SDO Inspectorate Team on the Processing of Private School Applications for The Limited Face-To-Face Classes

NO.	NAME	POSITION/ DESIGNATION	
1	ANTONIO P. FAUSTINO JR.	ASDS	Chairperson
2	Dr. EDWIN R. RODRIGUEZ	CES – SGOD	Co-Chairperson
3	MARIA CORAZON A. BORBON	SEPS – SMME	Lead Focal Person
4	JOAN KATHLEEN T. BRIZUELA	EPS II - Private School In – Charge	Members
5	ADRIAN D. MAANO	Project Development Officer II	
6	ALELIE A. PADILLO	Nurse II	
7	SANCHO C. CALATRAVA	EPS	
8	LOUIE L. FULLEDO	EPS	
9	DR. JEROME CHAVEZ	EPS	
10	MILDRED Z. GALLEN	EPS	



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Schools Division Office - Marikina City
RECORDS SECTION

RECEIVED

ROXANNE B. VALENCIA



DEPED-4A-05-RM-22-112

03/02/22-072

21 February 2022

Regional Memorandum

**GUIDELINES ON PROCESSING THE APPLICATIONS OF PRIVATE SCHOOLS
FOR THE LIMITED FACE-TO-FACE CLASSES**

To **Schools Division Superintendents
Private Schools Administrators**

1. With reference to DepEd Memorandum No. 071 s. 2021 and Interim Guidelines on the Expansion of Limited Classes, all private schools are advised to adhere to the set guidelines as provided in Enclosure 1 to expedite the processing of the applications for the limited face-to-face classes for School Year 2021-2022.
2. Applicant-schools shall undertake online self-assessment using the School Safety Assessment Tool (SSAT) that can be accomplished thru tinyurl.com/SSAT-Private4A. They are no longer required to submit manually-accomplished SSAT.
3. The following are other requirements to be submitted electronically to the Regional Office (thru RO-created SDO email address for private schools) and copy furnished the School Governance and Operations Division (SGOD):
 - a. Letter of Intent
 - b. LGU Concurrence
 - c. Proposed Implementation Plan
 - d. Contingency Plan
4. To evaluate the compliance of the private schools with the applicable provisions in Section 7 of DepED-DOH Joint Memorandum Circular (JMC) No. 1 s. 2021, ocular inspection and validation of the School Safety Assessment shall be conducted by the SDO Inspectorate Team, or as necessary, joint random tasks may be performed by the RO and SDO Inspectorate Teams



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5. For immediate dissemination to and strict compliance of all concerned.


FRANCIS CESAR B. BRINGAS
Regional Director 


QAD/esg

Enclosure 1

**GUIDELINES ON PROCESSING THE APPLICATIONS OF PRIVATE SCHOOLS
FOR THE LIMITED FACE-TO-FACE CLASSES**

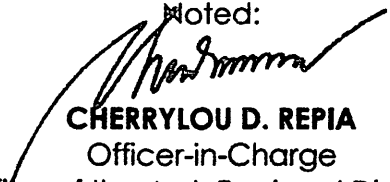
1. The applicant-school shall accomplish the online School Safety Assessment Tool (SSAT) and shall submit electronically the other requirements stated herein.
2. The QAD EPS In-charge and the SDO In-charge of Private Schools shall coordinate and review the compliance of the school with the documentary requirements.
3. Upon compliance with the documentary requirements, the Regional Office thru QAD EPS In-charge shall then notify his/her SDO counterparts regarding the school/s that are for ocular inspection.
4. The RO/SDO Inspectorate Team shall conduct ocular inspection to validate the School Safety Assessment and the compliance to the facilities requirements based on Section 7 of DepED-DOH Joint Memorandum Circular (JMC) No. 1 s. 2021.
5. The SDO shall submit endorsement recommending the applicant-school to implement limited face-to-face classes. Inspection report shall be attached in the said indorsement.
6. The RO shall send communication through the SDO advising that the applicant-school is eligible and may commence the implementation of the limited face-to-face classes.

Prepared by:


ELINO S. GARCIA
OIC-Chief

Quality Assurance Division

Moted:


CHERRYLOU D. REPIA
Officer-in-Charge

Office of the Asst. Regional Director