



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

07 April 2026

DIVISION MEMORANDUM
No. 233 s. 2026

PROJECT HANDA: DEPED SCHOOL READINESS 2026

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

1. In reference to the **Memorandum from the Office of the Secretary dated March 24, 2026**, this Office directs all schools to undertake the necessary preparatory activities to ensure a smooth and timely opening of classes.
2. All functional units and offices are instructed to review their respective plans, programs and deliverables, and to coordinate closely with relevant offices to ensure the efficient delivery of educational services.
3. Progress updates and status reports shall be submitted in accordance with the reporting schedule indicated in the Enclosure. The report will be uploaded on or before the deadline at <https://tinyurl.com/projhanda2026>.
4. Attached is Enclosure 1 Project HANDA: DepEd School Readiness 2026.
5. Immediate dissemination and compliance of this Memorandum is desired.


CELEDONIO F. BALDERAS JR.
Schools Division Superintendent

Encl.: As stated
Reference: None
To be indicated in the Perpetual Index
under the following subjects:

CLASSES
SCHOOL READINESS

SGOD- project handa: deped school readiness 2026
SGOOHNO6-004590/April 7, 2026



Address: Brgy. Potol, Tayabas City
Telephone No.: (042) 785-9615
Email Address: tayabas.city@deped.gov.ph
Website: <https://www.sdotayabascity.ph>

Enclosure 1

Project HANDA: DepEd School Readiness 2026

ACTIVITIES	DEADLINE	UNIT/PERSON RESPONSIBLE	REQUIRED REPORT
A. School Infrastructure and Facilities			
Conduct inspections of schools to assess: Furniture requiring replacement Electrical wiring conditions Structural integrity, especially in high-risk areas	April 13, 2026	Engr. Jaypee Escobar Engr. Joshua Teope	Inspection Report
Prepare and submit a list of priority repairs; implement immediate fixes where feasible	April 28, 2026	Engr. Jaypee Escobar	List of priority repairs
Inspect water supply, toilets, and handwashing facilities; prioritize critical WASH repairs	April 13, 2026 (Inspection) May 28, 2026 (repairs)	Engr. Jaypee Escobar Lailani Omlas	Inspection report
B. Sites and Expansion			
Validate additional sites for schools with no available or insufficiently validated sites	April 28, 2026	Engr. Jaypee Escobar	Validation report
Submit updated inventory and status of all proposed sites	April 28, 2026	Engr. Jaypee Escobar	Updated inventory report
Identify potential sites for leasing and purchase	May 13, 2026	Engr. Jaypee Escobar	List of potential sites for leasing and purchase
Coordinate with local government units (LGUs) and partners for available land or facilities	May 28, 2026	Joan Kathleen Brizuela	Inventory of available land or facilities for school sites and expansion
C. Safety and Disaster Risk Reduction and Management (DRRM)			
Identify priority schools for: CCTV: large, high-traffic schools; with security concerns. Schools are also encourage to procure CCTVs to monitor the safety and security of learners. Metal detectors: high-	April 8, 2026	Ariel Cabuyao	Inventory report of schools with CCTV, metal detectors and with traffic & security concerns

risk, high-density areas			
Update school DRRM plans and hazard maps and pre-position EduKahon kits	May 13, 2026	Ariel Cabuyao	List of schools with updated DRRM plans, hazard maps and EduKahon kits
Check availability of emergency supplies and safety equipment	May 13, 2026	Ariel Cabuyao	Inventory of available emergency supplies and safety equipment by school and SDO
Conduct readiness checks for disaster-prone schools	May 28, 2026	Ariel Cabuyao	Readiness Checklist of Disaster Prone School
D. Digital Readiness and Connectivity			
Identify priority schools for wi-fi (Khan Academy): those with the largest learning gaps and available devices, but no reliable internet	April 28, 2026	Mark Bryan Valencia	Inventory of schools with wi-fi.
Conduct inventory of all devices (tablets, laptops, TVs) and assess functionality.	March 30, 2026	Mark Bryan Valencia Joyce Anne Limbo	Inventory of all devices in schools and SDO
Identify needs for repair, redistribution, or augmentation	May 13, 2026	Mark Bryan Valencia Joyce Anne Limbo	List of schools needing repair, redistribution and augmentation of ICT resources
Pre-load learning resources (offline content where applicable)	May 13, 2026	Mark Bryan Valencia Generosa Zubieta	Report of pre-load learning resources
E. School-Based Feeding Program			
Map local food sources (farmers, cooperatives, suppliers)	April 28, 2026	Mariles Contreras c/o Maridean Oczon	List of mapped local food sources
Coordinate with the Department of Agriculture, LGUs and local producers for partnerships	May 13, 2026	Joan Kathleen Brizuela Mariles Contreras c/o Maridean Oczon	Accomplishment report of coordination
Identify cost-efficient and sustainable supply options, including Gulayan sa Paaralan	May 13, 2026	Mariles Contreras c/o Maridean Oczon	List of identified cost-efficient and sustainable supply options
Prepare division-level	May 28,	Mariles Contreras	Division

sourcing plans prior to school opening	2026	c/o Maridean Oczon	sourcing plan
F. Senior High School/Technical-Vocational-Livelihood Readiness			
Validate availability of workshops, tools, and equipment for Technical-Vocational Livelihood (TVL) tracks	April 28, 2026	Jerome Chavez Joyce Anne Limbo	List of validated available workshops, tools, and equipment for Technical-Vocational Livelihood (TVL) tracks
Coordinate with TESDA for assessment and certification support	May 13, 2026	Louie Fulleo	MOA/MOU
Engage industry partners for immersion and employment opportunities	May 28, 2026	Joan Kathleen Brizuela Jerome Chavez	List of industry partners for immersion and employment opportunities
Firm up industry Mapping: Cross-reference the specific TVL specializations offered by schools with the actual labor needs in the city to ensure high employability for graduates	May 7, 2026	Jerome Chavez Marife Lagar	Industry mapping report
Finalize details on additional MOOE support for Strengthened SHS pilot Schools in support of Technical-Professional (TechPro) Elective Offerings	May 13, 2026	Jerome Chavez Benjamin Millares	MOOE Budget proposal for for Strengthened SHS pilot Schools in support of Technical-Professional (TechPro) Elective Offerings
G. Partnerships and Brigada Eskwela Mobilization			
Pre-identify school needs (repairs, cleaning materials) based on inspection results	April 28, 2026	Joan Kathleen Brizuela	List of school needs for repair, cleaning materials etc based on inspection report
Secure early commitments from LGUs, private partners, and volunteers	May 13, 2026	Joan Kathleen Brizuela	Signed commitment from LGUs, private partners, and volunteers

Align Brigada Eskwela efforts with priority repairs and classroom readiness.	May 28, 2026	Joan Kathleen Brizuela	Brigada Eskwela priority repairs and classroom readiness (Program Design, SOB for May)
H. Learning Readiness			
Prioritize target learning outcomes based on assessment results and identified learning gaps.	April 23, 2025	CID – Education Program Supervisor	AIP per learning Area, Interventions
Issue call for tutors and volunteers, aligned with targeted learning competency gaps	April 28, 2026	CID – Education Program Supervisor	Memorandum or any communication pertaining to call for tutors and volunteers
Conduct an inventory of remediation packages and resources	May 13, 2026	CID – Education Program Supervisor	Inventory of remediation packages and resources
Match and deploy resources to schools requiring remediation support, based on learners’ assessed needs and desired learning outcomes	May 28, 2026	CID – Education Program Supervisor	LR Inventory Distribution list of downloaded LR for remediation