



Republic of the Philippines  
**Department of Education**

**Tanggapan ng Kalihim**  
*Office of the Secretary*

MEMORANDUM


TO: ALL REGIONAL DIRECTORS  
ALL SCHOOLS DIVISION SUPERINTENDENTS  
ALL SCHOOL HEADS  
ALL OTHERS CONCERNED

SUBJECT: **Flags in Half-Mast in Honor of the Late Undersecretary Francisco M. Varela**

DATE: **August 31, 2015**

1. The remains of the late Undersecretary Francisco M. Varela will be cremated on September 3, 2015, Thursday. We enjoin all DepEd offices, facilities, and schools to raise their flags in half-mast on that day.
2. Following Republic Act No. 8491, the flag when flown at half-mast shall first be hoisted to the peak for a moment, then lowered to the half-mast position. The flag shall again be raised briskly to the peak before it is lowered for the day.
3. All DepEd offices, facilities, and schools are also encouraged to offer prayers and mass intentions for the repose of the soul of Undersecretary Varela.

For your appropriate and immediate action.

  
BR. ARMIN A. LUISTRO ESC  
Secretary

