



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
GATE 2, KARANGALAN VILLAGE  
1900 CAINTA, RIZAL



04 November 2021

**Regional Memorandum**

**CAPACITY BUILDING CUM WORKSHOP ON REGULATORY SERVICES FOR PUBLIC SCHOOLS WITH SDO COUNTERPARTS**

To **Schools Division Superintendents**

1. This Office through the Quality Assurance Division announces the conduct of Capacity Building cum Workshop on Regulatory Services for Public Schools with the Schools Division Office (SDO) Counterparts on December 13-14, 2021 at NEAP CALABARZON, Malvar, Batangas.
2. This activity aims to:
  - a. review the DepEd issuances related to school's evaluation of application in ensuring its compliance with the set standards and guidelines;
  - b. strengthen the knowledge of the SDO counterparts on the processes involved in public schools' evaluation of application; and
  - c. clarify and address the current issues and concerns related to the processes involving public schools' application.
3. The participants to this 2-day activity are the SDO Counterparts: SGOD Chiefs and Senior High School (SHS) Coordinators. They are advised to bring a complete documentary requirements for the following applications:
  - a. Establishment of a Stand Alone Senior High School;
  - b. Implementation of SHS Program in Existing JHSs and Integrated Schools
  - c. Establishment of Public Schools
  - d. Merging of Schools;
  - e. Conversion of Schools;
  - f. Naming/Renaming of Public Schools; and
  - g. Separation of Public School Annexes
4. Each SDO is advised to submit the names of participants at [qad.calabarzon@deped.gov.ph](mailto:qad.calabarzon@deped.gov.ph) on or before **November 12, 2021**. It is expected that the participants had their complete COVID-19 vaccine and must bring their vaccination card for verification.
5. Expenses relative to this activity shall be charged against regional funds subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of this Memorandum is hereby enjoined.

**FRANCIS CESAR B. BRINGAS**

Regional Director

QAD/pql



**"The Region where EXCELLENCE is a CULTURE and QUALITY is a COMMITMENT"**

Trunkline: 02-8682-5773 local 450

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Office of the Regional Director

**CAPACITY BUILDING CUM WORKSHOP ON REGULATORY SERVICES FOR PUBLIC SCHOOLS WITH SDO COUNTERPARTS**  
**TRAINING MATRIX**  
December 13-14, 2021  
NEAP CALABARZON, Malvar, Batangas

<b>DAY 1</b>		
<b>Time</b>	<b>Activity/Topic</b>	<b>Person-In-Charge</b>
8:30 – 9:00	Preliminaries (National Anthem, Prayer, CALABARZON March)	Buendlyn M. Manuel EPS, QAD
9:00 – 9:15	Welcome Remarks	Engr. Edenia O. Libranda Chief Education Supervisor Quality Assurance Division
9:15 – 9:30	Inspirational Message	Francis Cesar B. Bringas Regional Director
9:30 – 9:45	Statement of Purpose	Pacita Q. Lungcay EPS, QAD
9:45 – 10:00	HEALTH BREAK	
10:00 – 12:00	<b>Workshop 1</b> DO No. 51, s. 2015 Salient Features Guidelines on the Implementation of the Senior High School (SHS) Program in Existing Junior High Schools (JHSs) and Integrated Schools (ISs) and Establishment of Stand-Alone Public SHSs and Conversion of Existing Public Elementary and JHS into Stand-Alone SHSs	Elino S. Garcia/Pacita Q. Lungcay EPSs, QAD
12:00 – 1:00	LUNCH 3BREAK	

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1:00 – 3:00	Presentation and Critiquing of Outputs	QAD EPSS
3:00 – 3:15	HEALTH BREAK	
3:15 – 4:15	<b>Workshop 2</b> Do No. 40, s. 2014 Salient Features Establishment, Merging and Conversion of Public Schools	Emelia M. Aytona EPS, QAD
4:15 – 5:00	Presentation and Critiquing of Outputs	QAD EPSS
<b>DAY 2</b>		
8:30 – 9:00	Preliminaries	Buenalyn M. Manuel EPS, QAD
9:00 – 9:15	HEALTH BREAK	
9:15 – 10:30	<b>Workshop 3</b> Do No. 40, s. 2014 Salient Features Naming/Renaming of Public Schools; and Separation of Public School Annexes	Allain B. Alvarez; EPS, QAD
10:30 – 12:00	Presentation and Critiquing of Outputs	QAD EPSS
12:00 – 1:00	LUNCH BREAK	
1:00 – 2:45	PPRD Hour	Adrian M. Bullo Planning Officer
2:45 – 3:00	HEALTH BREAK	
3:00 – 4:00	Reiteration of DREC Composition and Terms of Reference	Danilo H. Ilagan EPS, QAD
4:00 – 4:30	Q & A/Wrap-Up/Synthesis	Emelia M. Aytona EPS, QAD
4:30 – 5:00	Closing Program	Buenalyn M. Manuel EPS, QAD