



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



15 December 2021

**Regional Memorandum**

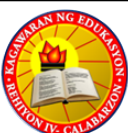
**REGIONAL MANAGEMENT COMMITTEE MEETING CUM PLANNING  
WORKSHOP ON THE CONDUCT OF LIMITED FACE-TO-FACE  
CLASSES IN CALABARZON**

To **Schools Division Superintendents**  
**Assistant Schools Division Superintendents**  
**Functional Division Chiefs**  
**All others concerned**

1. Per DepEd Memorandum No. 17 s. 2021 on the Preparations of Face-to-Face, Expansion and Transitioning to New Normal the regional office will conduct a Regional Management Committee Meeting cum Planning Workshop on the Conduct of Limited Face-to-Face Classes on December 27-29, 2021. The venue will be announced in a separate advisory.
2. This activity aims to:
  - a. situate the participants on the conduct of limited face-to-face classes;
  - b. orient the participants on the monitoring tool to used and expected reports to be submitted in the actual implementation of face-to-face classes;
  - c. discuss successes and lessons learned in the pilot implementation of face-to-face classes; and
  - d. craft implementation in the conduct of limited face-to-face classes.
3. Attached is the schedule of the activities for your reference.
4. This activity will be hosted by the Schools Division of Batangas Province. Expenses relative to the conduct of this activity shall be borne by the host division while travelling expenses of the participants shall be charged against local funds subject to the usual accounting auditing rules and regulations.
5. For inquiries, please contact the Policy, Planning and Research Division at [pprd.calabarzon@deped.gov.ph](mailto:pprd.calabarzon@deped.gov.ph) and/or (02) 8682-5773 loc. 470.
6. Immediate and wide dissemination of this Memorandum is earnestly desired.

  
fc.b.b  
12.16.21  
**FRANCIS CESAR B. BRINGAS**  
Regional Director

pprd/vmn



**"EXCELLENCE is a CULTURE and QUALITY is a COMMITMENT"**

**Trunkline:** 02-8682-5773/8684-4914/8647-7487  
**Website:** [depedcalabarzon.ph](http://depedcalabarzon.ph)  
**Document Inquiry :** <https://r4a-teadoc.com/inquire>  
**Facebook:** DepEd R-4A Calabarzon

**SCHEDULE OF ACTIVITIES**

Day 1

December 27, 2021

| <b>TIME</b>   | <b>ACTIVITIES</b>  | <b>PERSONS</b>           |
|---------------|--|--------------------------|
| 8:00 – 9:00   | Arrival and Registration   | SDO Batangas Province    |
| 9:00 – 9:45   | Preliminaries  | Secretariat              |
| 9:45 – 10:45  | Directors Hour   | RD Francis Cesar Bringas |
| 10:45 – 12:00 | <b>Session 1:</b> Orientation on DepEd-DOH JMC No. 1 s. 2021 – Operational Guidelines on the Implementation of Face-to-Face Learning Modality                  | PPRD                     |
| 12:00 - 1:00  | LUNCH BREAK  |                          |
| 1:00 – 2:00   | <b>Session 2:</b> The Schools' Safety Assessment Tool and other tools relating to F2F  | PPRD                     |
| 2:00 -3:00    | <b>Session 3:</b> Administration of the SSAT Process Flow on Data Collection and Report Generation<br><br>FAQs on the Conduct of School Safety Assessment Tool | PPRD                     |
| 3:00 – 3:30   | <b>Session 4:</b> Guidelines in the implementation of limited face-to-face in private schools and other updates  | QAD                      |
| 4:30 – 5:00   | Session 5: Status of Safe Operations and Well-being and Protection during the conduct of pilot implementation of F2F classes                                   | ESSD                     |

Day 2

December 28, 2021

| <b>TIME</b>   | <b>ACTIVITIES</b>  | <b>PERSONS</b>         |
|---------------|--|------------------------|
| 9:00 – 9:30   | Management of Learning   | Secretariat            |
| 9:30 – 10:00  | Presentation on the Successes and Lessons Learned during the Pilot Implementation of Face-to-Face Classes of the Five SDOs<br>SDO Quezon | SDS Elias Alicaya Jr.  |
| 10:00 – 10:30 | SDO Rizal  | SDS Cherrylou D. Repia |
| 10:30 – 11:00 | SDO Imus   | SDS Rosemarie Torres   |
| 11:00 – 11:30 | SDO Cavite   | SDS Rommel Bautista    |
| 11:30 – 12:00 | SDO Batangas   | SDS Merthel Evardome   |
| 12:00 – 1:00  | LUNCH BREAK  |                        |
| 1:00 – 2:30   | Discussion on the policy references on the conduct of limited F2F<br><br>Workshop Mechanics  | ARD Cherrylou D. Repia |
| 2:30 -3:00    | BREAK  |                        |
| 3:00 – 5:00   | Workshop on the crafting of implementation plan for the limited F2F  | PPRD                   |

Day 3

December 29, 2021

| <b>TIME</b>  | <b>ACTIVITIES</b>                          | <b>PERSONS</b>              |
|--------------|--|-----------------------------|
| 9:00 – 9:30  | Management of Learning                     | Secretariat                 |
| 9:30 – 12:00 | Presentation of Implementation Plan by SDO | All SDOs                    |
| 12:00 – 1:00 | LUNCH BREAK                                |                             |
| 1:00 – 3:00  | Continuation of Presentation               | All SDOs                    |
| 3:00 – 4:00  | Director's Hour                            | RD Francis Cesar B. Bringas |
| 4:00 – 4:30  | Closing Program                            |                             |