



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON

12 October 2022

Regional Memorandum

No.667 s.2022

**ALTERNATIVE DOCUMENTS FOR ESTABLISHMENT
OF STAND-ALONE SENIOR HIGH SCHOOLS IN
CALABARZON, SCHOOL YEAR 2022-2023**

To **Schools Division Superintendents**

1. To facilitate the processing and approval of the pending applications for establishments of stand-alone public senior high schools with already constructed buildings, this Office directs the Schools Division Offices and concerned School Heads to submit alternative documents in lieu of the below-listed requirements as per DepEd Order No. 51 s. 2015.

Required Documents for Stand-alone SHS	Alternative Documents
8.c. SHS building permit issued by the City/Municipal Engineer	Sworn Justification signed by the School Head and noted by the Schools Division Superintendent regarding the failure of the school to submit the building permit. This shall also include the report of all actions that have been made with the concerned offices/agencies and the plan of actions in order to eventually comply with this requirement.
8.d. Bureau of Fire Protection Certificate	Sworn Statement in the form of Deed of Undertaking that the applicant-school through the School Head undertakes to secure an approval or certificate from the Bureau of Fire Protection and shall hold himself/ herself liable to appropriate administrative sanction in case of non-compliance within the period of six (6) months from the date of the execution of the Undertaking.

QAD/esg



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2. To further ensure the safety and welfare of the personnel and learners as regards status of the school site and buildings, the required documents 8.e "*In case classrooms are already constructed, Inspection Report from Division In-Charge of Facilities Section*" shall also be part of the compliance documents together with the alternative documents cited in No. 1 to be endorsed to the Regional Office .
3. Submission of endorsements and all compliance documents for the approval of stand-alone senior high school establishments for SY 2022-2023 shall not be later than October 31, 2022.
4. For queries and other details, please contact the Regional Education Program Supervisor In-charge of your Schools Division or Mr. Elino S. Garcia, OIC-Chief of Quality Assurance Division thru landline no. (02) 88682-5773 local 450.
5. Immediate dissemination of and strict compliance with this Memorandum are enjoined.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director 