

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


22 May 2023

Regional Memorandum
No.275 s.2023

PRIVATE SCHOOLS VIRTUAL CONVERGENCE ON SPECIAL ORDER (SO) AND GOVERNMENT PERMIT APPLICATIONS

To **Schools Division Superintendents**
All Private Schools Administrators

1. The Region through the Quality Assurance Division (QAD) announces the conduct of the Private Schools Virtual Convergence on Special Order (SO) and Government Permit Applications on June 1-2, 2023 and shall be streamed through the DepEd 4A Official YouTube Channel.
2. This virtual engagement aims to address the issues and concerns of the private schools specifically on Special Order (SO) applications for SY 2022-2023 and Government Permit applications for SY 2023-2024.
3. The participants in this activity are the SDO Counterparts in charge of private schools, SDO personnel in-charge of Special Order (SO), all private schools registrars and school administrators.
4. Please refer to Enclosure 1 for the specific details of the program.
5. The registration link and other information shall be coordinated thru the SDO EPS in charge of private schools.
6. For your information and guidance.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

ROQ4



Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone No.: 02-8682-2114
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph



Certificate No. PHP QMS
22 93 0085

Enclosure 1

**PRIVATE SCHOOLS VIRTUAL CONVERGENCE ON SPECIAL ORDER (SO) AND
GOVERNMENT PERMIT APPLICATIONS**

June 1-2, 2023

INDICATIVE ACTIVITIES

Time	Details of Activities	Person-in-Charge
Day 1 (June 1, 2023)		
8:30 AM	Start of the YouTube Live Streaming	ICT Personnel
9:00- 9:30 AM	Preliminaries National Anthem CALABARZON March Opening Prayer Quality Policy Statement Welcome Remarks	ELENA L. LOPEZ EPS, QAD LUZ E. OSMEÑA Chief, QAD
9:30-10:00 AM	Inspirational Message	ATTY. ALBERTO T. ESCOBARTE, CESO II Regional Director LOIDA N. NIDEA Assistant Regional Director
10:00- 10:15 AM	Expectations Setting	LUZ E. OSMEÑA Chief, QAD
10:15- 12:00 NN	Session 1: Enhanced Special Order (SO) Application Regional Guidelines	ELENA L. LOPEZ EPS, QAD FLORENCE M. SANTOS SO Processor REY VALENZUELA ITO
12:00-1:00 PM	Lunch Break	
1:00-2:00 PM	Session 1 Continuation	
2:00- 4:00 PM	Open Forum	ELENA L. LOPEZ EPS, QAD
4:00-4:30 PM	Synthesis	LITO A. PALOMAR EPS, QAD
Day 2 (June 2, 2023)		
8:30 AM	Start of the YouTube Live Streaming	ICT Personnel
9:00-9:30 AM	Preliminaries	QAD TWG
9:30-12:00 NN	Session 2: Addressing the Issues and Concerns on Government Permit Applications	BUENALYN M. MANUEL EPS, QAD EMELIA M. AYTONA EPS, QAD
12:00-1:00 PM	Lunch Break	
1:00-2:00 PM	Open Forum	LITO A. PALOMAR EPS, QAD
2:00-3:00 PM	Synthesis	ROMYR S. LAZO EPS, QAD
3:00-4:00 PM	Closing Program	ELENA L. LOPEZ EPS, QAD