



Republic of the Philippines
Department of Education
 REGION XIII – CARAGA

February 21, 2020

DIVISION MEMORANDUM

No. 70, s. 2020

TO: **Assistant Schools Division Superintendent**
Chiefs, SGOD and CID
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Principals/School Heads
 This Division



SCHOOL YEAR 2019-2020 K TO 12 BASIC EDUCATION PROGRAM END OF SCHOOL YEAR RITES DIVISION CHECKING SCHEDULE

- The field is hereby informed of the SY 2019-2020 K to 12 Basic Education Program End of School Year Rites Division Checking Schedule, to wit:
 - **March 12-13, 2020** – Fourth Quarter Examination for Grades 6 and 12
 - **March 16-17, 2020** – School/District Level Checking of Forms for Grades 6 and 12
 - **March 20-22, 2020** – **Division Level Checking of Forms for Grades 6 and 12**
 - **March 21-22, 2020** - Fourth Quarter Examination for Lower Grades
 - **March 25-29, 2020** – School/District Level Checking of Forms for Lower Grades
 - **March 30-April 3, 2020** – Graduation Rites for Grades 6 and 12/Moving-Up Ceremonies for Non-graduating Pupils/Students
- The members of the Division Checking Committee are as follows:

DISTRICT	ASSIGNED CID STAFF/CHECKERS	ASSIGNED SGOD STAFF/CHECKERS
1	MARCELINO D. BORJA, RICKY L. PEDRALBA	ENGR. JHONMARK L. GORGONIO
2	DR. INDAY ROBBIE A. CUBILLAN, DR. MARINO L. PAMOGAS	DR. JENIT C. BESINGA
3	CLAIRE ELOISE V. ORTEGA, DR. NOEMI D. LIM	RACQUEL G. CULTURA
4	ATTY SALVADOR V. ACEDILLA, DR. LINDA T. GERALDINO	DR. LEA S. SARVIDA
5	DR. VONN B. FABELLO, DR. VILMA L. GORGONIO	JOSEPHINE L. BUENO
6	DR. ANGELINE R. VILLASOR, DR. MARILYTTTE N. ENSOMO	FRITZY GAY S. LUSICA
7	DR. SAMMY D. ALTRES, DR. FILIPINA F. MEEHLEIB	ANA NIJIN S. NAMUAG






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8	ZOSIMO H. LOPEZ, JR., DR. JULIA T. PAQUEO	ELIZABETH S. LARASE, PAUL P. AJOS
9	DR. THELMA T. TOLENTINO, DR. TESSIE C. DOLORES	JAYLLIAN SULAPAS
10	ALEJANDRO O. IGNALIG, DR. CARLO P. TANTOY	MEDELINE L. BUSIO
PRIVATE SCHOOLS	DR. CARLO P. TANTOY, DR. MARILYTTE N. ENSOMO, DR. NOEMI D. LIM, LEBBEUS D. ABARCA, LUCILLE L. VIAJAR, ARMIE JUDIE D. DARO	ELIZABETH S. LARASE, DR. LEA S. SARVIDA DR. JENNIFER A. JOVITA, MEDELINE L. BUSION, ANA NIJIN S. NAMUAG

- Teachers, School Heads/Principals and Division Checkers are reminded to revisit/review DepEd related issuances such as *DepEd Order No. 8, s. 2015 – Policy Guidelines on Classroom Assessment of K to 12 BEP*, *DepEd Order No. 36, s. 2016 – Policy Guidelines on Awards and Recognition of K to 12 BEP*, and *DepEd Order No. 58, s. 2017 – Adoption of New Forms for Kindergarten, SHS, ALS, H & N, and Permanent Records*.
- Advisers are reminded also to bring all the necessary DepEd Records and Forms (Class Records, Grading Sheets, Form 138, Form 137, School Forms, Individual MOVs of Honor Pupil/Student, etc.) during checking period.
- The CID and SGOD Staff in the Division Level Checking are also assigned as Monitoring Team members during Graduation/Completion Rites and Moving-up Ceremonies in every District.
- Immediate and wide dissemination of this Memorandum is desired.


KAREN L. GALANIDA, PhD, CESO VI
Schools Division Superintendent



References: DepEd Order No. 002, s. 2019

To be indicated in the Perpetual Index under the following subjects:

BASIC EDUCATION
CERTIFICATE
DIPLOMA
GRADUATION
LEARNERS
POLICY
SCHOOLS

