



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

**Office of the Schools Division
Superintendent**

FEB 03 2022

MEMORANDUM

No. 018, s. 2022

IMPLEMENTATION OF THE EXPANDED PHASE OF FACE-TO-FACE CLASSES

TO: OIC – Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads/OICs
All Others Concerned

1. Attached is a Regional Memorandum No. 044, s.2022 dated January 27, 2022, on the above-captioned title, contents of which are self-explanatory, for the information and guidance concerned.
2. Please see the attached list of SDO Muntinlupa Composite Team for the Pilot Implementation of face-to-face classes.
3. The start of the Expanded Phase of Face-to-face implementation is on February 9, 2022 for the following pilot schools:
 - a. F.De Mesa Elementary School – Kinder to Grade 3
 - b. Putatan Elementary School – Grade 4 to Grade 6
 - c. Pedro E. Diaz High School – Grade 10 STVEP and Grade 10 SPA
 - d. Muntinlupa Science High School – Grade 11 STEM and Grade ABM
 - e. Tunasan National High School – Grade 11 ICT-TVL and Grade 12 TVL Cookery
4. Immediate and wide dissemination of this Memorandum is desired.


DOMINICO C. IDANAN CESOV
Schools Division Superintendent

Encl: As stated
Reference: As stated
To be indicated in the Perpetual Index
Under the following subjects:

POLICY TEACHERS SCHOOLS DATA MODALITIES
MLD/ Implementation of the Expanded Phase of Face-to-face Classes
February 2, 2022



 Student Center for Life Skills Bldg., Centennial Ave, Brgy Tunasan,
Muntinlupa City
 8805-9935, 8805 - 9940
 sdo.muntinlupa@gmail.com



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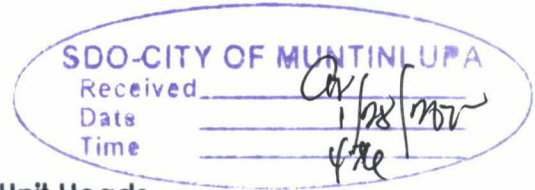


Republic of the Philippines
Department of Education
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DEPARTMENT OF EDUCATION
RECORDS SECTION, DEPED NCR
RELEASED
By: Date: **JAN 27 2022**
DNCR-F-ORD-033/R0/01112019

REGIONAL MEMORANDUM

No. 044 s. 2022



TO : Assistant Regional Director
Functional Division Chiefs and Unit Heads
Schools Division Superintendents
Assistant Schools Division Superintendent
All Others Concerned

FROM : Office of the Regional Director

SUBJECT : Implementation of the Expanded Phase of Face-to-Face Classes

Date : January 27, 2022

1. Pursuant to DepEd Memorandum No. 85, s. 2021, this Region calls for the preparation of all public and private schools for face-to-face classes covering grade levels from kinder to grade 12.
2. All schools shall conduct self-assessment using the School Safety Assessment Tool (SSAT) attached in DepEd Memorandum No. 71, s. 2021 to assess readiness and identify areas of support for the implementation of face-to-face classes.
3. Division Focal Person and the Division Composite Team shall:
 - a. coordinate with the schools to ensure the safe return of teachers and students;
 - b. assist schools in the preparations for the face-to-face classes;
 - c. monitor compliance of schools to standards based on School Safety Assessment Tool (SSAT) and DepEd-DOH Joint Memorandum Circular No. 1 s. 2021.
 - d. prepare and submit report to the regional office for policy directions and monitoring purposes; and
 - e. do other task as required by the higher office in relation to the implementation of face-to-face classes.



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Misamis St., Bago Bantay, Quezon City
Tel. Nos.: 920-5824; 926-2213 loc. 801
Email Address: ncr@deped.gov.ph
Website: <http://www.deped.gov.ph/regions/ncr/>



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DNCR-F-ORD-033/R0/01112019

4. Submission of data and documents shall be through <https://bit.ly/F2Fexpansion>. The template for the Schools Ready for the Expansion Phase of Limited Face-to-Face Classes shall be accomplished **on or before January 28, 2021, 12:00 NN**. Contact details of the Focal Person is also requested for easy communications.
5. For clarifications and other concerns, please contact the Secretariat, Maria Laarni Carla C. Paranis, Education Program Supervisor, Field Technical Assistance Division, through mobile number 09190659239 or email address marialaarnicarla.paranis@deped.gov.ph and Leah N. Bautista, Education Program Supervisor, Education Support Services Division, through mobile number 0977-4008233 or email address leah.baustista@deped.gov.ph.
6. Immediate dissemination and compliance is highly desired.


WILFREDO E. CABRAL

Regional Director, DepEd NCR and
Officer-In-Charge, Office of the Undersecretary
Human Resource and Organizational Development



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SDO Muntinlupa Composite Team for the Pilot Implementation of Face-to-Face Classes

Objective: To ensure the readiness and over-all pilot implementation of face-to-face classes

Position	In-charge	Roles and Responsibilities
Chairperson	Dominico C. Idanan CESO V Schools Division Superintendent	Oversee and manage the activities of the team and preside over meetings to be called for the purpose of assessing the readiness of the pilot schools for appropriate recommendation to the Regional Director
Co-Chairpersons	Dr. Nerissa Roxas-Lomeda OIC- Asst. Schools Division Superintendent Chief, School Governance and Operations Division Ms. Madeline Ann L. Diaz Chief-Curriculum Implementation Division	- Monitor the continuous preparations and assist schools to guarantee compliance with safety protocols in accordance with the School Readiness Assessment Tool (SSAT) checklist and DOH-DepEd Circulars and issuances - Monitor the implementation of the Curriculum contents and providing the necessary scaffolding support to the Division Instructional Supervisors to ensure the seamless information
Members:	Engr. Reynante L. Tejada Division Engineer Dr. Zoren Pepito L. Gubalane SEPS – Monitoring & Evaluation Ms. Justine Bernadette S. Rosario Planning Officer III Ms. Ma. Teresa S. Indap Division Nurse Mr. Eduardo L. Kondo PDO II, SGOD-DRRMC Dr. Gina U. Urquia Education Program Supervisor-LRM	Division Engineer See to it that set-up of the classroom conforms with the standard set by DepEd and take proactive advice to school's physical facilities coordinator on the restructuring of the same. SEPS-Planning Officer Gather necessary data and information relative to the implementation of face-to-face classes and submit the necessary information to the team for deliberation and prompt action. The Division Nurse & DRRMC Focal person Coordinate with the City Medical Officer and school nurses to ensure that the schools comply with the health protocols and devise strategies and contingency plans in case untoward incident may happen in the course of its implementation. EPS-LRMS Ensure the provision of necessary materials for the utilization of the schools, teachers and learners.
Secretariat	Mr. Randy M. Vargas Division IT Officer Mr. Jay Boy E. Evano Public Schools District Supervisor Mr. Joseph D. Nilo EPS II-SGOD M & E	Secretariat members Prepare the minutes of the meeting and takes custody of the records of the team.