



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

071

Office of the Schools Division
Superintendent

MAR 12 2024

MEMORANDUM
No. 070, s. 2024

**Regulatory Functions Pursuant to DepEd Order No. 88, s. 2010 and Creation
of Division Task Force**

- To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Private Schools
All Others Concerned
1. For the information and guidance of all concerned, a directive to conduct an ocular inspection to all private schools in Muntinlupa City pursuant to OUOPS-2024-01-01704 Memorandum dated March 6, 2024 RE: REGULATORY FUNCTIONS PURSUANT TO DEPED ORDER NO. 88, S. OF 2010 and Regional Memorandum No. 204 s. 2024, is ordered.
 2. In line thereto, a Division Task Force is hereby constituted as follows:

Head: **Atty. Erness Faith J. Regacho-Espanto**
Attorney III

Members: **Ms. Maria Regaele Olarte**
OIC – SGOD, Chief
SGOD Supervisor

Ms. Madeline Ann L. Diaz
CID Chief

Mr. Joseph D. Nilo
Planning Officer

Dr. Gina U. Urquia
LRMS Supervisor

Division Task Force Secretariat and Inspection Team Members shall be composed of the following:

Dr. Mark Joseph Fernandez
PSDS

Dr. Zoren Pepito Gubalane
Head, Monitoring and Evaluation

070

NUM-2024-070



Student Center for Life Skills Bldg., Centennial Ave, Brgy Tunasan,
Muntinlupa City
(02) 8805 - 9935, (02) 8805 - 9940
sdo.muntinlupa@gmail.com





Republic of the Philippines
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SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Engr. Reynante Tejada
Division Engineer

Eduardo L. Kondo
PDO II, DRR

Ms. Cecilia Theresa C. Claudel
EPS II, Social Mobilization and Networking

Mr. King Solidini Torres
PDO I, Youth Formation

Drivers: Warren Abadiano
Ariel Bilolo
Ivan Bombase
Ariel Aman

3. The Division Task Force and Inspection Team, together with the Regional Task Force, shall strategically conduct an ocular inspection to all private schools of Muntinlupa City and shall immediately submit a hard copy of the consolidated report, verified, and signed by all members of the Division Task Force and the Schools Division Superintendent to the Regional Task Force.
4. All expenses relative to the conduct of the ocular inspection are chargeable against the MOOE of the Division Office subject to the usual budgeting and accounting rules.
5. Please be guided accordingly.

For:

EVANGELINE P. LADINES CESO V
Schools Division Superintendent

By:


VIOLETA M. GONZALES, CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

EFJR / REGULATORY FUNCTIONS PURSUANT TO DEPED ORDER NO. 88 s. 2010 AND CREATION OF
DIVISION TASK FORCE
070 MARCH 11, 2024

NUM-2024-070

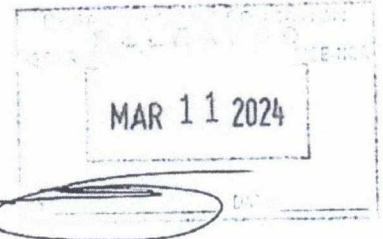


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Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



March 11, 2024

REGIONAL MEMORANDUM

No. 204, s. 2024

To: **Schools Division Superintendents**
All Others Concerned

**CONDUCT OF OCULAR INSPECTION TO ALL PRIVATE SCHOOLS IN THE
NATIONAL CAPITAL REGION AND CONSTITUTION OF THE REGIONAL
AND DIVISION TASK FORCE**

1. This has reference to OUOPS-2024-01-01704 MEMORANDUM dated March 6, 2024, RE: REGULATORY FUNCTIONS PURSUANT TO DEPED ORDER NO. 88, S. OF 2010. The said Memorandum reiterates that "All private educational institutions shall be subject to reasonable supervision and regulation by the Department."

Pursuant thereto, all Regional Directors are instructed to conduct ocular inspection to all private schools in their respective jurisdiction.

2. To ensure the efficient and effective conduct of the ocular inspection, a Regional and Division Task Force and Inspection Team shall be constituted as follows:

- a) The Regional Task Force (RTF) shall be composed of the following:

Head: **Atty. Annaliza G. Esperanza**
Attorney IV, Legal Unit

Members: **Ms. Marina C. Espino**
OIC-Chief, QAD

Dr. Roger R. Morillos
Chief, FTAD

Ms. Micah G. Pacheco
OIC-Chief, CLMD



Address: 6 Misamis St., Bago Bantay, Quezon City
Email address: ncr@deped.gov.ph
Website: depedncr.com.ph

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Republic of the Philippines
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NATIONAL CAPITAL REGION

Hajji R. Palmero
Chief, HRDD

RTF Secretariat and Inspection Team Members shall be composed of the following:

Louie C. Duterte
Lydia L. Martin
Rowena S. Ontangco
Richard T. Catain
Alfredo G. Desamparo Jr.
Herbert D. Vertucio
Andres P. Bonifacio
Jingle A. Lim
Maria Laarni Carla C. Paranis
Charito A. Villanueva
James A. Roldan
Rhea B. Eden
Christian T. Español
Andrew E. Tan
Al - Nemery M. Gangco

- b. The Division Task Force (DTF) and Inspection Teams shall be constituted by the Schools Division Superintendents pursuant to the suggested composition stated in the OUOPS Memorandum. However, for congruency, it is highly advised that the composition follows the Regional Task Force composition which is headed by the Head of the Legal Unit.
3. The Regional and Division Inspection Teams shall jointly conduct the ocular inspection based on planned schedule and itinerary and make sure that the inspection shall be done on or before March 26, 2024.
4. All 16 Division Task Force/Inspection Teams are to submit a daily detailed report of inspected schools using this link: <https://tinyurl.com/NCR-Inspection2024>.



Address: 6 Misamis St., Bago Bantay, Quezon City
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The daily submission shall be monitored by the RTF. Also, at the end of the inspection period, Division Offices shall submit a hard copy of the consolidated report which must be verified and signed by ALL members of the Division Task Force and the Schools Division Superintendent.

5. See **Enclosure No. 1** for the Regional Inspection Team assignment.
6. See **Enclosure No. 2** for the monitoring tool that shall be used during the conduct of the ocular inspection. The accomplished monitoring tool shall be compiled by the Division Task Force and shall serve as the basis for the data that will be encoded on the online daily report and the final report to be submitted at the end of the inspection period.
7. All expenses relative to the conduct of the ocular inspection are chargeable against the MOOE of the Region and Division Office concerned subject to the usual budgeting and accounting rules.


JOCELYN DR. ANDAYA
Director IV



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Email address: ncr@deped.gov.ph
Website: depedncr.com.ph

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Enclosure 1 of Regional Memorandum No. ___, s. 2024

REGIONAL INSPECTION TEAM FOR PRIVATE SCHOOLS IN THE REGION

Tentative Schedule:

March 12-26, 2024 (11 Working Days)

Team No.	Composition	Assigned Schools Divisions
1	Ms. Marina C. Espino, QAD Dr. Herbert D. Vertucio, QAD Dr. Jingle Lim, FTAD	Manila San Juan Pasay
2	Atty. Annaliza G. Esperanza, Legal Unit Dr. Richard T. Catain, QAD	TAPAT Paranaque
3	Dr. Louie C. Duterte, QAD Ms. Micah G. Pacheco/Mr. Andrew E. Tan, CLMD	Marikina Makati
4	Dr. Roger R. Morillos, FTAD Dr. Rowena S. Ontangco, QAD Dr. Maria Laarni Carla C. Paranis, FTAD Dr. Christian Espanol	Quezon City Navotas
5	Dr. Lydia L. Martin, QAD Dr. Charito Villanueva	Caloocan Valenzuela
6	Mr. Alfredo G. Desamparo Jr., QAD Mr. Andres P. Bonifacio, QAD Mr. James Roldan	Pasig Malabon Muntinlupa
7	Dr. Rhea Eden/ Dr. Hajji R. Palmero Mr. Al-Nemery Gangco	Las Pinas Mandaluyong

**Internal arrangements are to be set by each team in consideration of the Schools Divisions' unique contexts and needs*

REGIONAL/DIVISION MONITORING TOOL FOR THE CONDUCT OF OCULAR INSPECTION TO PRIVATE SCHOOLS

PART 1 : SCHOOL PROFILE

Schools Division Office	
School Name	
School ID	
Class Typology <i>(Tick whichever applies)</i>	☐ Kindergarten (☐ Permit ☐ Recognition) Date Issued _____ ☐ Elementary (☐ Permit ☐ Recognition) Date Issued _____ ☐ Junior High School (☐ Permit ☐ Recognition) Date Issued _____ ☐ SPED (☐ Permit ☐ Recognition) Date Issued _____ ☐ Homeschooling Date Issued _____ ☐ Senior High School Program Offerings (Track & Strand, Date Issued) 1. _____ 2. _____ 3. _____ 4. _____ 5. _____
Name of School Head	
Total Number of Learners Registered in the LIS	• Kinder: _____ • Grade 1 _____ • Grade 2 _____ • Grade 3 _____ • Grade 4 _____ • Grade 5 _____ • Grade 6 _____ - Grade 7 _____ - Grade 8 _____ - Grade 9 _____ - Grade 10 _____ - Grade 11 _____ - Grade 12 _____
Total Number of Recipient Learners	Voucher _____ ESC _____ JDVP _____



Total Number of Teachers	• Kindergarten _____ • Elementary _____ • Junior High School _____ • SPED _____ • Homeschooling _____ • Senior High School _____
Existence of School Child Protection Policy	Yes: _____ No: _____
No. of Instructional Rooms Classroom Size in square meter School Area in square meter	_____ _____ _____
Learning Modalities Used	___ a. Face to Face ___ b. Hybrid ___ c. Purely Online

PART 2: SIGNIFICANT FINDINGS:

Date Inspected: _____

Prepared by:

Division Inspection Team

Noted by:

Regional Inspection Team Member present

Verified by:

Division Task Force



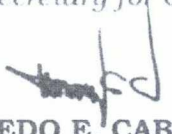
Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM
DM-OUOPS-2024-01-01704

FOR : ALL REGIONAL DIRECTORS

FROM : **ATTY. REVSEE A. ESCOBEDO**
Undersecretary for Operations


WILFREDO E. CABRAL
Regional Director
Officer-in-Charge, Office of the Undersecretary
Human Resource and Organizational Development

SUBJECT : **REGULATORY FUNCTIONS PURSUANT TO DEPED ORDER 88, s. 2010**

DATE : March 6, 2024

This has reference to DepEd Order No. 88, s. 2010 titled *2010 Revised Manual of Regulations for Private Schools in Basic Education*. Section 25 of the Order states that "All private educational institutions shall be subject to reasonable supervision and regulation by the Department."

In view of the foregoing, this Office hereby instructs **all Regional Directors to conduct ocular inspection to all private schools within fifteen (15) working days from the date of the release of this memorandum.** The list and order of schools to be visited shall be left to the sound discretion of the Regional Directors.

Regional Directors are to submit a consolidated detailed report using the template accessible through this link: <https://bit.ly/OcularInspectionTemplate>. **All submissions must be consolidated at the regional level, verified, and signed by ALL members of the Regional and Division Task Force.**

The **Regional Task Force** shall be composed of at least (5) members:

Head: Chief of Legal Unit or Any Legal Officer of Regional Office (RO)

Members:

1. Regional QAD Chief;
2. Regional ITAD Chief; and
3. Regional CLMD Chief

4. Other officer or personnel from RO based on the discretion of the Regional Director as deemed necessary.

The **Division Task Force** has the flexibility to create a composite team with a minimum of (5) members per SDO, based on the sound discretion of the Schools Division Superintendent:

Head: Chief of Legal Unit or Any Legal Officer of the School Division Office (SDO)

Members:

1. SDO CID Chief;
2. SDO School Governance and Operations Division Chief; and
3. Other officers or personnel of CID, SGOD, or other Unit from the SDO as deemed necessary.

Furthermore, kindly submit the consolidated report on or before **March 27, 2024, 5 PM**, through oure@deped.gov.ph copy furnished usec.hrod@deped.gov.ph.

For strict compliance and appropriate action.

Thank you very much.