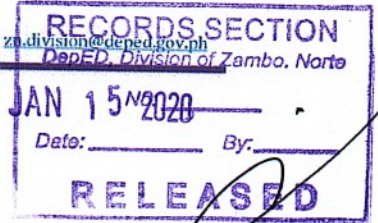




Republic of the Philippines
 Department of Education
 Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
 Capitol Drive, Estaka, Dipolog City, 7100

Tel No.: (065) 212-5843

e-mail address: zndivision@deped.gov.ph
 DepEd - Division of Zambo. Norte



DIVISION MEMORANDUM
 No. 022 s, 2020

TO: Assistant Schools Division Superintendents
 CID and SGOD Chiefs
 Education Program Supervisors
 Public Schools District Supervisors
 Elementary and Secondary School Heads
 All Concerned

FROM: *Liza R. Tabilon*
MA. LIZA R. TABILON Ed.D, CESO VI
 Schools Division Superintendent

SUBJECT: DIVISION GUIDELINES ON BASIC EDUCATION PROGRAM END OF SCHOOL YEAR (EOSY) RITES FOR SY 2019-2020

DATE: January 14, 2020

1. Pending issuance of DepEd Order on End of School Year (EOSY) Rites for SY 2019-2020, this Division issues initial guidelines pertaining to End of School Year Rites and Reportorial Compliance.
2. With reference to DO No.7, s. 2019, the End of School Year Rites in the public schools shall be held not earlier than March 30 but not later than April 3, 2020.
3. For School Year 2019-2020, this Division reiterates the conduct of the following End of School Year rites (per DO No. 2, s.2019):

| Grade Level Completers | Ceremony | Proof of Completion |
|---|-------------------------|--------------------------------|
| Kindergarten | Moving Up or Completion | Kindergarten Certificate |
| Grade 6 | Graduation | Elementary Certificate |
| Grade 10 | Moving Up or Completion | Junior High School Certificate |
| Grade 12 learners from: a. Schools with DepEd-approved K to 12 transition plan b. Schools with permit to operate Senior High School since 2014 c. International schools with K to 12 Program | Graduation | Senior High School Diploma |



"Be and Do Much Better Each Day with a Sense of Urgency"





Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Capitol Drive, Estaka, Dipolog City, 7100

Tel No.: (065) 212-5843

e-mail address: zn.division@deped.gov.ph

4. To ensure prompt issuance of diplomas to graduates and certificates to completers, the school heads are instructed to print diplomas and certificates following the prescribed content, font size and paper size prescribed in DO No. 2, s. 2019 (Enclosures 1 to 4) as early as possible. While the electronic copy or facsimile of the signature of the Schools Division Superintendent is allowed, fresh signature of the school head is required.
5. As per DO No.7, s. 2019, deliberation of awards and recognition for Grades 1 to 12 may be conducted two weeks before the Graduation or Moving-Up ceremonies by the School Awards Committee (SAC) based on DO No. 36, s. 2016 entitled **Policy Guidelines on Awards and Recognition for the K to 12 Basic Education Program** for the following:
 - a. Learners who will receive recognition and awards; and
 - b. Learners who are candidates for graduation.
6. School heads are further instructed to prepare for this activity and procure materials and supplies for diplomas and certificates at the soonest possible time.
7. Expenses relative to this activity shall be charged to the Schools Maintenance and Other Operating Expenses (MOOE) subject to existing guidelines. It is reiterated that no DepEd personnel shall be allowed to collect any kind of fee or contribution for this purpose. Further, accomplishment of year-end financial clearance of learners is strictly prohibited in accordance with the Department's **No Collection Policy**.
8. Additional EOSY Rites guidelines, i. e. theme, will be announced later through a Department Order and Division Memorandum.
9. For immediate and widest dissemination.

References:

- DO No. 36, s 2016
- DO No. 2, s. 2019
- DO No. 7, s. 2019



"Be and Do Much Better Each Day with a Sense of Urgency"

