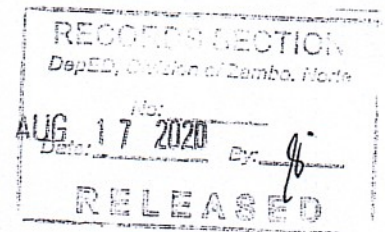


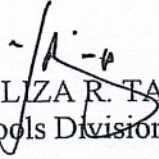


Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



Division Memorandum No. 225 s. 2020

To: Division Chiefs
EPSs/PSDSs/SEPSs
School Heads (Elementary and Secondary)
All Others Concerned

From:  MA. LIZA R. TABILON EdD, CESO V
Schools Division Superintendent

Subject: CLARIFICATION ON DIVISION MEMORANDUM NO. 212 S. 2020
REQUIRING MANDATORY DAILY REPORTING IN PREPARATION TO THE
OPENING OF CLASSES

Date: August 17, 2020

1. Whereas, DepEd Order No. 11 s. 2020 or the *Revised Guidelines on Alternative Work Arrangements in the DepEd During the Period of State of National Emergency Due to COVID-19 Pandemic* states that the work priorities of schools and CLCs shall be anchored on the operationalization of the BE-LCP and School Calendar and Activities for SY 2020-2021 which shall include, among others, the following:

- a. participation in orientation, training, and capacity building activities in managing multi-modal learning delivery options;
- b. preparation of instructional materials;
- c. planning the organization of classes in consideration of learning delivery modalities to be employed; and
- d. assisting in orienting parents on effective facilitation of home-based learning.

2. Also, CSC Memorandum No. 10 s. 2020 provides that physical presence may be required for tasks where work-from-home arrangements are not applicable; hence teachers may opt for other work arrangements which do not also demand daily reporting, provided that the minimum health standards protocol are observed at all times.

3. While the subject memorandum is addressed to specific officials of this division, the preparations for the opening of classes shall necessarily involve teachers, as they take part in work priorities as above-mentioned. This does not mean however that they are required to report daily to schools. As long as teachers are able to work on their tasks and are able to submit them on the agreed timeline as well, they may still avail the applicable alternative work arrangement.





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4. To emphasize, only the Division Chiefs, EPSs, PSDSs, SEPSs and School Heads are required to report daily to their stations. The memorandum which is the subject matter of this clarification was issued with the intent to ensure that schools are ready with the preparations for the opening of classes previously set on August 24, 2020. With the recent development rescheduling the official start of classes to October 5, 2020, the concerned officials will have enough time in seeing to it that preparations, as enumerated in Division Memorandum No. 212 s. 2020, are complied with.

5. For information, guidance and immediate dissemination.

JLR/ClarificationonDailyReporting/DM025-2020/08172020

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Capitol Drive, Estaka, Dipolog City, 7100
Tel No.: (065) 212-5843
e-mail address: zn.division@deped.gov.ph



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