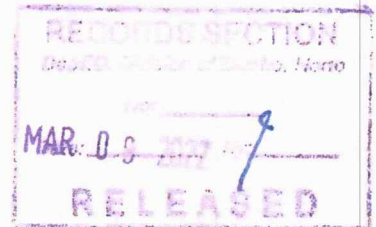




Republic of the Philippines
 Department of Education
 Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



Division Memorandum
 No. 91 s. 2022

**TO : Assistant Schools Division Superintendent
 Chiefs, CID & SGOD
 Education Program Supervisors/Specialists
 Public Schools District Supervisors/PICDs
 School Heads, Public and Private Elem & Secondary Schools
 All Others Concerned**

FROM : VIRGILIO P. BATAN JR., CESO VI
 Schools Division Superintendent

SUBJECT : DIRECTIVES CONCERNING PROGRESSIVE EXPANSION OF LIMITED FACE-TO-FACE CLASSES IN THIS DIVISION

DATE : March 7, 2022

1. To apprise all office and field personnel concerning progressive expansion of limited face-to-face classes, this Office issues this Memorandum which covers the office instructions relative to school preparations and readiness, the list of schools duly authorized by the Regional Director to open limited face-to-face thru progressive expansion starting March 7, 2022, the monitoring plan and monitoring tool to be used by all concerned;
2. Please find the following encloses, to wit:
 - i.) Enclosure 1: Office Instructions, vis-à-vis the progressive expansion of limited f2f classes,
 - ii.) Enclosure 2: List of Schools for the March 7 Opening of Limited Face-to-Face Classes,
 - iii.) Enclosure 3: Approved Monitoring Plan
 - iv.) Enclosure 4: Copy of the Limited f2f Monitoring Tool
3. The subsequent lists of schools who will be authorized to open on March 14, 2022, March 21, 2022 and beyond will be posted in the division website (depedzn.net). Meanwhile, all concerned are referred to D.M. No. 71, s. 2022 and DM No. 72, s. 2022 relative to the development of Contingency Plan and the Dissemination of the Psychosocial Activity Pack, for the Schools Participating in the Expanded Limited Face-to-Face Classes;
4. For further inquiries, please feel free to direct your call or text to Mr. Wilson H. Inding, SEPS-SMME or to Mr. Jed A. Nieves, EPS II –SMM&E, thru these mobile numbers, **0998-262-2462 OR 0995-881-1881**, accordingly
5. Wide dissemination of this Memorandum is highly desired.

SGOD-SMM&E/whi-MemorandumLimitedf2fclasses/00-03072022

N-avigating
 O-pportunities to
 R-eengineer for
 T-ransformation &
 E-mpowerment



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



"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

Enclosure no. 1

**INSTRUCTIONS TO SCHOOLS COVERED BY THE PROGRESSIVE
EXPANSION OF LIMITED FACE-TO-FACE CLASSES**

Consistent with Office Order OO-OSEC-2022-03, re: Interim Guidelines on the Expansion of the Limited Face-to-Face Classes, and the DepEd-DOH Joint Memorandum Circular No. 01, s. 2021, the following pronouncements and reiterations are hereby issued, to wit:

1. Inclusion in the list of schools, whether public or private, requires due authorization by the Regional Director, to open limited face-to-face classes. It presupposes that a school has been validated as compliant with the standards of School Safety Assessment Tool (SSAT). The school must furnish a copy of this list, and hence, this memorandum, to the concerned LGU Executive Officer for the latter's concurrence to the start of school's limited face-to-face opening of classes. Coordination with the barangay officials is also enjoined for support, especially in terms of mobilization concerns and traffic management in the vicinity of the school;
2. Students participating in the limited face-to-face classes must have written consent of their parents. Students already vaccinated are preferred in the limited-face-to-face arrangement. Students not covered in the face-to-face arrangement because of valid reasons, are to undergo the usual alternative learning modalities, e.g. distance learning modalities;
3. Only vaccinated teachers may participate in the face-to-face learning set-up.
4. Schools are given the flexibility in contact time of teaching and learning. Pursuant DepEd – DOH Joint Memorandum Circular No. 01, s. 2021, particularly on the provisions of psychosocial support to learners - which is reiterated by Division Memorandum No. 72, s. 2022, the first hour of the first five days from the start of expanded limited face-to-face classes must be devoted to doing psychosocial activity following the PA Pack for Teachers contained in OUA Memo 00-1121-0125, dated November 8, 2021.
5. In the delivery of lessons, schools are to prepare the following:
 - Weekly Home Learning Plan (WHLP)
 - Daily Lesson Log (DLL) for the face to face engagement of learners
 - Class schedules/Class program to include specific time for reading and another time for the pull-out sessions of intervention activities to address learning gaps in all levels across subject areas
 - The school has to conduct reading assessment utilizing the Phil-IRI/SREA tool in all grade levels
 - Tracking of reading progress which should start from assessment, implementation of the reading intervention activities and post assessment to identify the reading improvement of learners
 - Daily integration of reading and comprehension activities as part of the lesson in all learning areas across grade levels
 - Comply the monitoring tool after every quarter across subject areas





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SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

These enumerated items are required for all public schools; private schools can only benchmark these enumerations, because they have the flexibility insofar as the forms or documents required from their teachers, pursuant to Section 25, of DepEd Order 88, s.2010.

6. All other schools not yet covered in the current list are strongly enjoined to prepare the necessary provisions as described in the herein monitoring tool, as well as the necessary coordination tasks with LGU partners and school stakeholders for a seamless transition to usual face-to-face engagement.
7. Until a revised joint circular along with new implementation guidelines on the expanded limited face-to-face classes be issued, the main protocols and standards in the DepEd-DOH Joint Memorandum Circular 01, s. 2021 shall remain effective. All concerned are enjoined to revisit the Circular from time-to-time;
8. All PSDSs/PICDs, district nurses, district DRRM & M&E Coordinators are directed to continue school monitoring on the face-to-face classes in the event the division monitors could not visit all schools in your district in which they are assigned.

Division/district monitors are enjoined to administer the RO-initiated monitoring tool, together with the division contextualized monitoring tool, for the progressive expansion. Monitors are required to submit end-of the week monitoring report to the division office through the SGOD-SMM&E thru monitoringzn@gmail.com, and/or to the link: depedzn.net/link/znf2fclasses2022.

9. Per local policy, unnecessary school preparation for food and/or token to monitors is highly discouraged.
10. Travel expenses that may be incurred pursuant to the monitoring activities shall be chargeable to division/school local funds, subject to the usual accounting and auditing rules and regulations. The M&E activities conducted for the March 1 batch of progressive expansion shall be covered by this provision, subject to the COA accounting and auditing rules and regulations.



Enclosure 2: As culled out form the RO-authorized schools to open on March 7, 2022

| Schools Divison of Zamboanga del Norte; | SCHOOL ID | SCHOOL NAME | SSAT COMPLIANCE Note: Select YES or Pending LGU | IMPLEMENTING PHASE | DATE OF APPROVAL OF IMPLEMENTATION |
|---|-----------|---------------------------------|---|-----------------------|------------------------------------|
| ZAMBOANGA DEL NORTE | 124692 | MOYO ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 303729 | SIARI JOHN H. ROEMER NHS | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124266 | LUMAY ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124267 | MAMAD ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124268 | MAMAWAN ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124269 | MILIDAN ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124277 | DIPOPOR ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124282 | MAUSWAGON ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124284 | RABA ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124285 | RAMBON ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124290 | SIORAN ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124292 | BANGANON ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124293 | CANUTO ENERIO ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124294 | DATAGAN ELEMENTARY SCHOOM | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124297 | LOWER LUX ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124300 | R.M. CARLOTO MES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124302 | SAN ROQUE ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124307 | BAYANIHAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124310 | COCOB ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124311 | GACSDOD ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124312 | IMMACULADA CONCEPCION ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124326 | ILIHAN ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124331 | LUMAPING ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124337 | SIPAROK ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124338 | TABON ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124383 | PATIK ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124388 | SERABOC ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124393 | SINUYAK ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124394 | SITOG ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124417 | LABASON CENTRAL SCHOOL /LIS | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124431 | LOWER TINAPLAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124430 | CILAGO ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124630 | FATIMA ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124636 | TAPALAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124478 | CAPASI ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124480 | MARUPAY ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124481 | MATEO DENOYO ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |

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| ZAMBOANGA DEL NORTE | 124483 | NABILID ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124486 | PIÑAMAR ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124487 | PONGOLAN ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124489 | SIBATOG ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124490 | SIBOD ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124494 | CANIBONGAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124500 | LABAKID ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124503 | MOLITON ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124506 | TANAYAN ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124507 | VILLAHERMOSO ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124516 | PATUNAN ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124520 | TINIGIBAN ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124541 | NEW CASUL ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 195534 | PIAO ELEMENTARY SCHOOL. | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124270 | NONOYAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124263 | DICULOM ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 195510 | MALINAO ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124261 | ALEGRIA ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 195540 | GUIMOTAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 195526 | BUTIN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124391 | SIBAYOG ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124585 | DANGI ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124587 | DE VENTA PERLA ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124589 | LETAPAN ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124510 | MANUKAN EAST CENTRAL SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124594 | NEW SICAYAB ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124397 | EL PARAISO ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124398 | LA LIBERTAD CS | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124399 | LA UNION ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124400 | LA VICTORIA ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124401 | MAUSWAGON ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124402 | MEREDES ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124403 | NEW CARCAR ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124404 | SAN JOSE ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124405 | SINGARAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124406 | SAT. CRUZ ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 303704 | LA LIBERTAD NHS | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124637 | ANTONINO ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124641 | DAMPALAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124642 | DANAO ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124644 | LABIRAY ES | Yes | Progressive Expansion | 7-Mar-22 |

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| ZAMBOANGA DEL NORTE | 124645 | LIWANAG ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124648 | SAN JOSE ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124649 | SAN JUAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124652 | SITUBO ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124653 | TININDUGAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124655 | VENUS ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 303744 | SIRAWAI NHS -PIACAN ANNEX | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 303742 | SIRAWAI NHS | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124838 | DOÑA CECILIA ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124569 | ANASTACIO ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124578 | PIAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124615 | BALAKAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 303676 | BALAKAN NHS | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124624 | TAMBALANG ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 303671 | BACONG NHS | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124855 | MOLOS ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124853 | LUMBAYAO ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124852 | LAWAAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124854 | MALILAT ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 303713 | MUTIA NATIONAL HIGH SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 303737 | SIBUTAD NHS | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 404829 | GENSIO OSMEÑA SDA ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 455518 | ROXAS FUNDAMENTAL BAPTIST CHRISTIAN SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 410307 | KATIPUNAN GOSPEL LIGHT CHRISTIAN SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 409848 | SINDANGAN SEMS LEARNING CENTER, INC. | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 455521 | SIOCONA TOZ CHRISTIAN COMMUNITY LEARNING CENTER, INC. | Pending LOO Concurrence | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 195543 | ROXAS SPED CENTER | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124482 | MINANG ES | Pending LOO Concurrence | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 195515 | BANBANAN ES | Pending LOO Concurrence | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124488 | ROXAS CENTRAL SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124479 | DENOMAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124627 | LOPE J. AÑANA ES (CANAWAN ES) | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 303698 | DON TEOTIMO Z. OCHOTORENA NHS | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124382 | PATIK ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124390 | SEROAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124384 | SALUWAGAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124379 | GUISOKAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124389 | SERES ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 303702 | SITOG NHS | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 303701 | SINUYAK NHS | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 314119 | MUTIA NHS-ALVENDA ANNEX | Yes | Progressive Expansion | 7-Mar-22 |

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| ZAMBOANGA DEL NORTE | 124696 | PASE ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124448 | COMPRA ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124464 | CABANGCALAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124447 | CAUSWAGAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124450 | EL PARAISO ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124453 | GOIN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124456 | MALILA L ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124470 | MAUSWAGON ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124471 | OVERVIEW ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124472 | PANABANG ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124459 | SAN FRANCISCO ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124473 | SAN ISIDRO ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124474 | SAN ROQUE ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 303707 | COMPRA NHS | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 303691 | BATAYAN NHS | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124396 | FELIPE CADAVEDO CENTRAL SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124385 | SAN ANTONIO ELEMENTARY SCHOOL | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 303748 | SITUBO NHS | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 303746 | GALINGON NHS | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 303747 | NEW DAPITAN NHS | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124851 | GALINGON ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124864 | TININGGAAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124863 | TILUBOG ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124865 | TUBOD ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124850 | FARMINGTON ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124866 | ZNAC ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124847 | BALACBAAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124656 | WILBEN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124639 | BIAYON ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124646 | NEW TANGUB ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 303724 | SAN JOSE NHS | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124709 | BINAWING ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124841 | MAURICIO V. LANDINGIN MEM. ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124843 | PIACAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124845 | TAPANAYAN ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 501730 | LINTANGAN IS (CAMP OFELIA) | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124291 | Sipit ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | 124289 | Sianan ES | Yes | Progressive Expansion | 7-Mar-22 |
| ZAMBOANGA DEL NORTE | | Miampic ES | Yes | Progressive Expansion | 7-Mar-22 |



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

**EXPANSION PHASE OF LIMITED FACE TO FACE CLASSES
READINESS MONITORING PLAN
S.Y. 2021-2022**

Plan Objective:

To ensure that the SDO monitors are properly guided in the conduct of on-site monitoring, data gathering & M&E report making and submission.

A. PRE-MONITORING PHASE

| Activity | Date & Time | Persons Involved/Resources Needed | Remarks |
|--|-------------------|---|--|
| Pre-monitoring Orientation with School Heads of the listed Schools and Division Monitors | February 16, 2022 | SSAT Team; School Heads/Teachers of Listed Schools; Division Monitors | Points for discussion: 1. Monitoring checklist 2. Consolidation tool 3. Monitoring plan |
| Production of monitoring tool for on-site monitoring | February 17, 2022 | SGOD-CES, SMM&E, Supply Officer/Reproduction staff | The field counterparts can likewise reproduce upon downloading the e-copy of the checklist shared in recognized GCs. |
| Preparation of online consolidation tool for M&E reporting purposes | March 1-31, 2022 | SMM&E & EPS, SGOD | depedzn.net/link/znf2fclasses2022 |

B. MONITORING PHASE

1. Period of Monitoring

February 21, 2022 – March 31, 2022

2. List of Monitors and the Assigned Schools district/s

SGOD Monitors

| Name | Municipality Assignments |
|--|--------------------------|
| Mary Anavel D. Olvis Vicente Ramon C. Suarez Alyn G.Go | Rizal |
| Joy Marie O. Labog Josephine U. Dano Josephine L. Palongpalong Narcissus Calasang Silveriano Labad | Piñan |
| Joseph L. Pantoja Laisa Madel M. Cinches | Sibutad |





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| | |
|---|--|
| Meriam O. Acain | |
| Cyde F. Macuto Abdullah A. Andilab Ma. Charissa S. Etorma | Polanco |
| Dave A. Patigayon Robert I. Pocular III Mark Gerald Magsalay | Sergio Osmeña |
| Cheryl V. Ocupe Horlita D. Balais Jeremy Protasio Maraon II Bernardita Reganion | Katipunan |
| Jessica L. Caburatan Glenda Oca Sandra Llmsi Ma. Rebecca L. Labad | Pres. Manuel A. Roxas |
| Marigold B. Rillera Marla Gallon Charlie Kalani Jusep | Manukan & Jose Dalman |
| Sancho A. Cuenca Nancy S. Hinampas | Siayan |
| Sonia Y. Uy Ma. Gina M. Chiong Dinah Earl Pedrosa Rochine Shyne Ratificar Yvette B. Tan Josil Galleposo | Sindangan |
| Ervie A. Acaylar Wilson H. Inding Prometheus Villamil Dianne D. Guigue Jed A. Nieves Sitti Pearlsha Laja Aiza S. Dolar Violy Flor M. Pujanes | Bacungan, Salug, Godod, Kalawit, & Private Schools |
| Nicollete Ria E. Tangon Ethyl Kimberly S. Labadan Edsel Nieves Rey Caesar Ego-ogan Jessica L. Napigkit Joesie Jade Absin | Liloy, Tampilisan |
| Jessie E. Elacan Eunice D. Janolino Hazel Acas Maria Mae Abao Erwin Oandasan Mary Ann Santisas | Labason, Gutalac |
| Leonido A. Pampilo, Jr. Giparel B. Elumba Macgyver U. Campilan | Baliguian, Siocon, Sirawai, Sibuco |

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| | |
|---|--|
| Neoriente Ferrer Randolph Naing Aileen J. Rusiana Gloria C. Tuangco Angelie Blessed Camelotes | |
|---|--|

CID Counterpart Monitors

| Name | District Assignments |
|---------------------------|--|
| Leynie Boy G. Bellino | Polanco II, III & Sergio Osmena I, II III |
| Antonio R. Liao | Pinan, Mutia, Rizal, Sibutad & La Libertad |
| Anita D. Subebe | Polanco I & Katipunan I, II, III IV |
| Fe G. Jebone | Roxas I, II, III & Manukan I, II |
| Mickrel N. Duller | Manukan III, Ponot I, II, & North Sindangan I, II |
| Grace T. Dela Cruz | Sindangan Central I, II, III & Sindangan South I, II |
| Arcelita B. Zamoras | Siayan I, II, III & Bacungan I, II |
| Evelyn C. Labad | Salug I, II, III, Godod I, II & Liloy I |
| Arthur J. Lamdag | Liloy II, III, Tampilisan I, II & Kalawit I, II |
| Nilda Y. Galaura | Labason I, II, III, Gutalac I, II & Baliguian |
| PSDS/PICD of the District | Siocon I, II, III, Sirawai I, II & Sibuco I & II |

*PSDSs/PICDs along with their M&E coordinator, District DRRM coordinator, are to form part of the Division Monitoring team or sub-teams, created for a purpose. They may continue the M&E tasks to schools not visited by the division monitors during the monitoring period.

3. Tool/s to be Used

3.1. Monitoring Tool for the Conduct of Limited Face to Face Classes

- *Note: The RO tool must also be accomplished by the division monitors, to ensure that the SDO can submit necessary data to the RO timely.*

4. Transportation Concerns

As stated under paragraph 6, DM 390, s. 2021, expenses incurred by monitors shall be chargeable against division and school funds (local), as the case may be.

Hence,

| TRIP SPECIFICS | POTENTIAL MEANS | REMARKS |
|--|--|---------|
| Division/Home – District (vice versa) | 1.Service Vehicle – subject for booking whenever available 2.Private vehicle – at the discretion of the monitor/s 3. PUVs – Resorted when 1 & 2 are not possible | None |





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5. Monitoring Pronouncements

- 5.1. "No school shall be left un-monitored:"**
 - Creation of 2 to 3 sub teams within a district is strongly advised.
- 5.2. "Prohibition against unnecessary expenses for food and token"**
 - Monitors are advised to bring baons

5.3 30 -minute drop-by
 Suggested maximum time within which the monitors stay in one school to gather data and information.

C. POST -MONITORING PHASE


The SGOD- thru the collaboration of the Division SSAT Team are expected to render Expansion Phase for the Limited Face to Face Classes M&E Completion Report. The table below summarizes the post-monitoring activities

| Specific Report | Prepared& submitted by | Submitted to/thru | Timeline |
|----------------------------|-----------------------------------|--|---|
| End-of the activity report | Each municipality monitoring team | Thru a link to be provided Bunch of accomplished checklist shall also be submitted to the SMM&E Section | With 3 working days after the end-of the M&E activity |
| M&E Completion Report | SSAT, SMM&E, | The EXECOM | |

Enclosures:

- Limited Face to Face Classes Monitoring Checklist.


Prepared by:


JED A. NIEVES
 EPS II, SMM&E

Verified:


WILSON H. INDING
 SEPS, SMM&E

Recommending Approval


JOY E. LETRAN- SINGSON, EMD
 CES, SGOD

APPROVED:


MA. LIZA R. TABILON Ed.D, CESO V
 Schools Division Superintendent

10 FEB 2022

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Enclosure 4



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Name of School Head:
School:

Date of Monitoring:
School Population:

**READINESS OF SCHOOL CHECKLIST FOR
THE CONDUCT OF LIMITED FACE TO FACE CLASSES**
(Source: DepEd-DOH JMC No.1, S. 2021)

A. Monitoring and Evaluation Checklist for Managing School Operations

| DOCUMENT / ITEM / INDICATOR | √ / - / x | REMARKS |
|---|-----------|---------|
| 1. Shared Responsibility | | |
| 1.1. School has secured support of LGUs through a resolution or a letter of support, etc. | | |
| 1.2. School has secured written consent form parents/guardians of pupils/students who will participate in the face-to-face classes. | | |
| 1.3. School has mobilized resources and support from community stakeholders to meet the standards of the health and safety protocols, proper documentation was observed. | | |
| 1.4. The School has secured the IATF Safety Seal for the Limited Face-to-Face Classes | | |
| 1.5. The school has conducted the Psychosocial Activity and Mental Health and Psychosocial Support for Learners and Teachers. (OUA-Memo-00-1121-0125) | | |
| 1.6. School has conducted simulation activities among school personnel regarding protocols and routines to be observed during the conduct of face-to-face classes evidence by proper documentation. | | |
| 2. Alternative Work Arrangement | | |
| 2.1. Alternative Work Arrangement (AWA) has been observed and the Work from home schedule was evident. | | |
| | | |
| 3. Classroom Layout and Structure | | |
| 3.1. Classroom layout and structure was in accordance with the proposed standards set by the department to minimized risk of COVID-19 transmission of the learners. | | |
| 3.1.a Kindergarten maximum of 12 learners in a class | | |
| 3.1.b Grade 1-3 maximum of 16 learners in a class | | |
| 3.1.c Grade 4-6 maximum of 20 learners in a class | | |
| 3.1.d Grades 7-10 maximum of 20 learners in a class | | |
| 3.1.e Grades 11-12 maximum of 20 learners in a class | | |
| 3.1.f TVL workshop and science laboratories maximum of 12 learners in a class | | |

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| 4. School Traffic Management | | |
|--|--|--|
| 4.1. School has set-up clear and easy to understand signages, preferably in local languages. a. school Map was posted, indicating the entrance and exit points of the school; b. location of classrooms and other offices of the school. | | |
| 5. Protective Measures, Hygiene Practices, and Safety Procedures | | |
| 5.1. School has established safe entrance and exit procedures for teachers, students, non-teaching personnel, and school visitors. | | |
| 5.2. School has established a contact tracing procedure/tool for school goers and visitors. | | |
| 5.3. School has identified learners and School Personnel who are most vulnerable and with comorbidities. | | |
| 5.4. School has ensured cleanliness and proper sanitation of school facilities. (regular disinfection is evident) | | |
| 5.5. The school has mobilized the School's COVID-19 DRRM Team to ensure the proper implementation and observance of the health and safety protocols during the implementation of face-to-face classes. | | |
| 5.6. The school has established protocol in the school canteen and gate. | | |
| 6. Communication Strategy | | |
| 6.1. School has an active COVID-19 local hotline/help desk or any similar mechanism that connects and coordinates to the hospitals, testing facilities, and LGUs. | | |
| 6.2 The School has reunification Plans such as Contact Numbers of Parents/Guardians, Mapping of Learners Area of Residence. | | |
| 6.2 The School has established coordination mechanism with the Parents, LGU's or other public transport group in the mobility of learners and teachers in coming to school and going home. | | |
| 7. Contingency Plan | | |
| 7.1. School has a contingency plan for reclosing and reopening in case COVID-19 resurgence in the community. (OM-OSEC-2021-002) | | |
| 7.8 School has communicated the different protocols on the different scenarios in the event of probable, suspected and confirmed cases of COVID 19 of learners and teachers in the school | | |

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B. Monitoring Tool on Focusing on Teaching and Learning

| DOCUMENT/ITEM/INDICATOR | √/-/x | REMARKS |
|---|-------|---------|
| 1. Learning Resources | | |
| 1.1. School has secured sufficient supply of learning resources needed for the face-to-face classes. a. Ratio of textbooks to Pupil/student; b. Learning Materials (IMs, videos, story books, flashcards, etc...) are evident; c. Computer/ICT packages; | | - |
| 2. Limited Face-to-Face Classes | | |
| 2.1. Each teacher has a designed class program/s that cater both learners of the limited face-to-face classes arrangement and distance education. | | |
| 2.2. School has comprehensively profiled learners who will participate in the implementation of the face-to-face classes. | | |
| 2.3. School has ensured attendance monitoring of learners. | | |
| 2.4. Meeting/Consultation with the parents/guardians with regard to the conduct of face-to-face classes and other related tasks were evident. | | |
| 2.5. | | |
| 3. Teacher Support | | |
| 3.1. Teachers were oriented and has proper knowledge on their workload. | | |
| 3.2. Teachers were provided by the school the necessary supplies and materials for the conduct of face-to-face classes. | | |
| 3.3. Community/LGU's support to the teachers were evident. | | |

C. Monitoring of Well-being and Protection of Learners and School Personnel

| DOCUMENT/ITEM/INDICATOR | √/-/x | REMARKS |
|---|-------|---------|
| 1. Student/Pupil and School Personnel Minimum health Standards | | |
| 1.1. School has sufficient/adequate supply of PPEs for learners and school personnel: a. Alcohol dispenser; b. Handwashing facilities; c. Thermal scanner; d. Foot bath; e. Health Barriers; f. Face masks; g. Triage; | | |
| 1.2. School has daily routine for monitoring of the health of learners and school staff (Annex E <i>DepEd-DOH JMC No.1, S. 2021</i>) | | |
| 1.3. The school has set up isolation rooms for learners and school staff with flu like symptoms | | |
| 1.4. The school has established school clinic with daily officer-in-charge. | | |

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| 2. COVID-19 Case Management | | |
|--|--|--|
| 2.1. School has established a clear procedure of referral system for COVID-19 confirmed and suspected cases. | | |
| 2.2. School has a 100% vaccination of Teaching and Non-Teaching Personnel | | |
| 2.3. School has coordinated with the LGU with the implementation of School-Based immunization and other health-related services (ex. deworming, flu-vaccination, vitamins and supplements, etc...) | | |

D. Home-School Coordination

| DOCUMENT/ITEM/INDICATOR | √ / - / x | REMARKS |
|---|-----------|---------|
| 1. Home/Community - School Coordination | | |
| 1.1. School and LGU Emergency Response Team (BHERT) proper coordination is evident. | | |
| 1.2. School has conducted orientation on health protocols and safety measures. | | |
| 1.3. School has a designated waiting area with proper ventilation and safety signages for parents/guardians and visitors. | | |
| DOCUMENT/ITEM/INDICATOR | √ / - / x | |
| 2. Including the Most-Marginalized | | |
| 2.1 School has identified learners who are most vulnerable and disadvantaged in terms of access to learning | | |
| 2.2 School has developed learning strategies to cater the needs of the marginalized learners | | |

FINDINGS:

RECOMMENDATIONS:

Prepared by:

CONFORMED:

 School Principal

EdjJanWhi/SGOD-DRRM-SMME/F2FMtool/29112021

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**EXPANSION PHASE OF LIMITED FACE TO FACE CLASSES READINESS
MONITORING PLAN**

S.Y. 2021-2022

District Composite Team as of March 9, 2022 @ 9:30 AM

| Name | Municipality Assignments |
|---|--------------------------|
| Chairperson: Vivian J. Ricardo Members: Ivor I. Ontoy Marchel I. Abellera Josephine Banua Alyn Go | Rizal |
| Chairman: Nestor A. Lanit Co-Chair: Ali T. Quarisma Members: Ramon C. Aldojesa Cerlina M. Patagoc | La Libertad |
| Chairperson: Celsa J. Feras Members: Melvin M. Sapihi Bernadette C. Dahili Bernadita C. Regañon | Katipunan II |
| Chair: Merylyn L. Tabarno Co-chair: Marlou P. Elcamel-PICD Members: 1. Charlie Jusep Kalani-RN 2. Marites U. Dengal -P2 elem 3. Cecili O. Castillo - P 1 - sec. 4. Mark Anthony Cantoneros- DRRM Coord.Dist. 3 5. Merry Doll O. Esolana - DRRM Coord. Dist.1 | Manukan I & III |
| Chairperson: Melecio E. Asentista Members: Rowena Bulandres Jalderita Dublico Sancho A. Cuenca Marilou Teope | Siayan Districts |
| Chairman: Bezer B, Crampantanta Members: 1. Noralyn R. Sabanal 2. Josephine S. Masamayor 3. Dinah Earl C. Pedrosa 4. Rosalie E. Paculanan | Sindangan Central I |

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| Chairperson: Maria Theresa M. Imperial Members: Roldan Calapiz Evelyn Tajada Vivencio G. Bensulan Yvette B. Tan | Sindangan Central III |
| Chairman: PSDS ROSEMINDA B. VALERA Vice Chair: Dr. Dolores A. Cagoco, School Principal 3 (elementary) Johnny A. Palanas (secondary) Members: Josil A. Galleposo, District Nurse Maizza P. Mandih, District DRRM Coordinator | Sindangan South II |
| Chairperson: Roseller I. Murro Co-Chair: Rizaldo B. Castillon Members; Josephine Romero Yolanda Canton Richard Dadan Bernard Orillosa Prometus Villamil Lorena Endab | Bacungan Districts |
| Chairman: Lecita F. Tubal Members: Agustina F. Magalso Joejel B. Dayonot Dianne C. Guige Tammy C. Olihe | Salug I |
| Chairman: Elda L. Evangelista Members Setchery T. Estebat Eudila R. Echanova Sitti Pearlsha L. Dorimon Jerry Brobo | Salug II |
| Chairperson: Simlo A. Lomarda Co-Chair: Armando G. Mañosa Members: Aiza S. Dolar Mario Fuentes Manuel A. Cinco Joseph Enderz | Godod Districts |





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|--|-------------------------|
| Chairperson: Antonio S. Gumela Co-Chair: Eddie Refugio Members: Andres Gamil Policarpo Dionaldo Edsel Daniega Naida S. Mercado Rey Cesar Ego-ogan Joesie Jaoe Absin | Liloy I and II District |
| Chairperson: Julia R. Oide Members: Aireen Patrocinio Charlie Pescadero Edzel Deniega Victorino Escuadro | Liloy III District |
| Chairperson; Elizar M. Gapol Co-Chair: Algie B. Alcala Members: Casiano M. Derama Urlando B. Orog Ronie Tariga Violy Flor M. Pujanes Annie B. Dumajel | Kalawit Districts |
| Chairman: Mary Jean P. Acedo Co-Chair: George C. Templado Members: Florante T. Galorio Mary Ann V. Santisas Lyndon M Andahao | Labason I |
| Chairman: Reynaldo S. Alcala Members: Marilyn Parenio Junerey Vilan Rico Laruya Mary Ann V. Santisas | Labason III |
| Chairperson: Danilo B. Alga Members: Hazel G. Acas Arlene A. Rebecca Jaime F. Timosa | Gutalac I |

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| Rezve M. Sael | |
| Chairman: Arnold Z. Dinglasa Co-Chair: Felidolfo Cahayag Mario Ontanan Members: Gloria Tinangco Gerry Dumajel | Baliguian |
| Chairperson: Araceli C. Tomboc Members: Marlon P. Micubo Angelie Blen R. Camelotes Arvel John Teves | Siocon II District |
| Chairperson: Cris Cristiane A. Tumpag Members: Christopher C. Luisma Ayang J. Aripa Randolph P. Naing Ben Faizal S. Hussin | Sibuco I |

- **Other districts not yet listed are enjoined to submit the list of concerned persons to monitoringzn@gmail.com .**

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