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Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

OFFICE MEMORANDUM

SGOD-2025-070

To : Assistant School Division Superintendent
Chiefs of SGOD and CID
Concerned Personnel

Subject : **NEW COMPOSITION OF THE DIVISION INSPECTION AND MONITORING TEAM FOR PRIVATE SCHOOLS FOR 2025**

Date : January 17, 2025

Pursuant to the enclosed DO No. 88, S.2010 regarding the participation of the Schools Division Office (SDO) in the evaluation process of the application documents from private schools, this Office informs the field of the **new member-composition of the Division Inspection and Monitoring Team for Private Schools** effective CY 2025.

The following are the team members with their designation and respective areas of responsibility:

<i>Name</i>	<i>Designation/Position</i>	<i>Area/s of Responsibilities</i>
Sollie B. Oliver	SGOD CES	Chairman
Jem Boy B. Cabrella	EPS, Math Private School Focal	Private School Focal; K to JHS Curriculum Document Evaluator; Inspector and Monitor
Ivy F. Solano	EPS, Science SHS Focal	SHS Curriculum Document Evaluator; Inspector and Monitor
Gemma P. Salanga	EPS, TLE/TVL Focal	SHS TLE/TVL Monitor
Neil D. Bongcayao	PSDS, JDVP Focal	JHS TLE/TVL Monitor
Zandria M. Sy	EPS, Kindergarten	Kindergarten Monitor
Reyzen O. Monserate	SEPS, SMM&E	Private School Inspector and Monitor
Cecile C. Uy	EPS II-SMM&E	Operations Requirements-Document Evaluator and Monitor; and Inspection Secretariat



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
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Jerick S. Vergara	Engr. III	Physical Facilities Evaluator and Monitor
Daissy Jane P. Sanoy	Nurse II	Evaluator and Monitor: Canteen, Health Protocols and Other Health Matters
Jayzon T. Cardines	PDO II, DRRM	Evaluator and Monitor: DRRM Program
Jose Israel Maravillas / April Rose A. Alcala	PDO I, YFP Designate	Evaluator and Monitor: Child Protection Program
Rofelia T. De Mesa	Guidance Coordinator	Homeroom, Career and Guidance Services

The team shall: a) conduct the required ocular inspection during the application process of the private schools and recommend for their approval/disapproval to the Chief ES of the SGOD who in turn shall recommend to the Office of the SDS for endorsement to the Region; and b) conduct regular monitoring activities and provide technical assistance for continuous improvement in the inspected private schools to ensure continuous compliance to the minimum standards of operations. Members identified to conduct inspections perform the task whenever necessary or when operational issues arise.

All matters/issues relative to the implementation of D.O. No.88, s. 2010 shall be addressed/discussed with the Division Inspection and Monitoring Team for Private Schools.

All concerned personnel shall be guided according to the provisions of DO No.88, s.2010, DO No.24, s.20 and D.O No. 41, s2022.

This Memorandum shall cover all inspection and monitoring tasks throughout FY 2025 and will remain in effect until a new one is issued.

Immediate dissemination of this Memorandum is earnestly enjoined.

Melanie P. Estacio
MELANIE P. ESTACIO
 Schools Division Superintendent *1/20/25*

Department of Education - Schools Division Office of Digos City
 RECORDS SECTION
RELEASED
 DATE: JAN 21 2025 TIME: 8:11 am
 BY: *[Signature]*

Enclosed: As stated.
 SGOD/smm&e/cuy



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DepEd ORDER
No. **88** s. 2010

JUN 24 2010

**2010 REVISED MANUAL OF REGULATIONS FOR PRIVATE SCHOOLS
IN BASIC EDUCATION**

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Directors of Services, Centers and Heads of Units
Regional Directors
Schools Division/City Superintendents
Heads, Private Elementary and Secondary Schools
All Others Concerned

1. This Department hereby issues the enclosed **"2010 Revised Manual of Regulations for Private Schools in Basic Education"** (2010 Revised Manual for brevity) for the guidance and compliance of all concerned stakeholders in basic private education.
2. Any part or provision of the enclosed 2010 Revised Manual, which may be held invalid or declared unconstitutional, shall not affect the effectivity and efficiency of operation and implementation of the remaining parts or provision thereof.
3. Any existing Department Circulars, Orders, Memoranda, such as the ~~1992~~ Revised Manual of Regulations for Private Schools (8th Edition) issued as DECS Order No. 92, s. 1992 dated August 10, 1992, or any part thereof which are contrary to or inconsistent with any provision of the enclosed 2010 Revised Manual shall be deemed repealed or modified accordingly.
4. The enclosed 2010 Revised Manual of Regulations for Private Schools in Basic Education shall take effect beginning School Year 2010-2011.
5. Immediate dissemination of and strict compliance with this Order is hereby directed.

MONA D. VALISNO
Secretary

Encl.: As stated

Reference: DECS Order: (No. 92, s. 1992)

To be indicated in the Perpetual Index under the following subjects:

CHANGE
MANUALS
POLICY

RULES & REGULATIONS
SCHOOLS

MTI: Revised Manual of Regulations
6-17-10

