



Republic of the Philippines
Department of Education
 REGION VIII - EASTERN VISAYAS

August 16, 2022

REGIONAL MEMORANDUM

No. **914** 2022

**CONDUCT OF SCHOOL VISITS AND MONITORING FOR THE
 OPENING OF CLASSES FOR SY 2022-2023**

To: Assistant Regional Director
 Schools Division Superintendents
 Assistant Schools Division Superintendents
 Regional Office Chiefs, Unit, and Section Heads
 School Heads
 All Others Concerned

1. To ensure prompt response to the challenges of the school opening, this Office shall conduct school visits and monitoring on August 22-26, 2022, to various public schools in the Region.
2. The Regional and Division Field Technical Assistance Composite Teams shall be utilized in the monitoring. The Regional Office and the Schools Divisions teams shall conduct the monitoring separately covering the following types of schools:
 - a. Central
 - b. Non-Central
 - c. Monograde
 - d. Non-Central Multigrade School
 - e. Last Mile School
 - f. SPED
 - g. ALS
 - h. IPed school
 - i. MADRASAH school
3. The RFACT shall be assigned to specific SDOs and shall coordinate with their SDO counterparts to arrange their school visits. The SDOs shall prepare the list of schools to be visited by RO and SDO teams. Below is the assignment of RFACT:

Team 1	Leyte and Tacloban City
Team 2	Eastern Samar and Borongan City
Team 3	Samar and Catbalogon City
Team 4	Calbayog City and Northern Samar
Team 5	Ormoc City and Biliran
Team 6	Southern Leyte, Maasin City, and Baybay City



4. The RFTACT shall utilize the School Opening Monitoring Tool and shall submit the accomplished tool to the Field Technical Assistance Division for consolidation and shall be reported during the Regional Management Committee Meeting on August 26, 2022.

5. All expenses relative to the conduct of the monitoring of the opening of classes shall be charged to OSEC-8-22-4729 additional MOOE for school opening subject to the usual accounting and auditing rules and regulations.

6. In keeping school and classroom visits as simple as possible, the following are strictly prohibited:

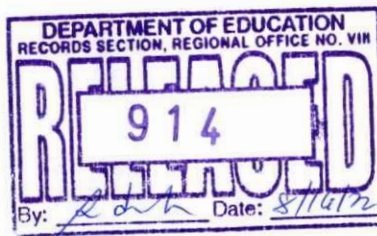
- printing of tarpaulins and streamers announcing the visits;
- printing of colorful and costly programmes and invitations;
- giving of leis, gifts or tokens to officials or monitors or guests, and
- lavish caterings to feed visitors.

Water, juice or coffee is instead recommended for official visits. This is to observe austerity measures and the Department's policy of simple and frugal undertakings.

7. Immediate dissemination of and strict compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV
Regional Director

ORD-PAU-JFC



SCHOOL OPENING MONITORING TOOL

Schools Division: _____
 School: _____

Date: _____
 School Head: _____

Grade Level	ATTENDANCE									Issues and Concerns	Actions Taken	Recommendations
	Enrollment			Actual			Teachers					
	M	F	T	M	F	T	T	Actual				

Remarks:

Learning Modality/ies:

Class Program:

Physical Plant:

Classroom Structuring:

Health and Safety Protocols:

Other Concern/s:

Prepared by:

Name and Signature
Team Leader