



DATE: August 5, 2019



REGIONAL MEMORANDUM

No. 404, s. 2019

CONDUCT OF OCULAR INSPECTION TO DEPED SCHOOL FOR CONVERSION OF ELEMENTARY SCHOOLS TO INTEGRATED SCHOOLS, S.Y. 2020-2021

TO: Schools Division Superintendents
Assistant Schools Division Superintendents
Chiefs, Functional Divisions/SGOD/CID
SDO Education Program Supervisors/Coordinators/Specialists
School Head

1. This office hereby informs the field on the conduct of ocular inspection on August 7, 2019 to Hinatuan Elementary school of Brgy. Talavera, Taganaan, Surigao del Norte Division, applying for establishments and conversion of Elementary School to Integrated school.
2. The Division Monitoring and Evaluation (M & E) team members are advised to go with the Regional Inspectorate Team for the said inspection.
3. In order to facilitate the conduct of ocular inspection by the Regional Inspectorate Team (RIT), the Public School Head or School Coordinator of the said school shall facilitate to gather all stakeholders or participants in one venue which is accessible to convene. Likewise, the School Head or School Coordinator shall present to the RIT the actual ocular inspection report Conducted by the Division Inspectorate Team to the said school.
4. In RM No. 053, s. 2019, item no. 7, the sequence of presentation for schools applying for establishment shall be followed. However, the presentation for school conversion of Elementary School to Integrated School shall follow the checklist of requirements for conversion of schools.
5. Listed below are the name of members of the Regional Inspectorate Team, to wit:

Inspectorate Team
Elan M. Elpidang, Ph.D.
Edmund D. Mendoza, Ph.D.
Jesus D. Nono, Ph.D.
Virginia A. Seña, Ph.D.
Marygold C. Silao, Ph.D.

6. Immediate and wide dissemination of this memorandum to all concerned is highly desired.

FRANCIS CESAR B. BRINGAS, CESO V
OIC-Regional Director

QAD/eme
08/05/2019



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