



Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

May 16, 2023

**REGIONAL MEMORANDUM**

No. 388, s. 2023

**To:** Schools Division Superintendents  
Functional Division Chiefs  
All Others Concerned

**CONDUCT OF REGULAR SCHOOL VISITS AND SUBMISSION OF DATA ON THE ISSUES AND CONCERNS RAISED AND INTERVENTIONS PROVIDED THEREIN**

1. This has reference to the attached Memorandum dated May 5, 2023, from Atty. Revsee A. Escobedo, Undersecretary for Operations, relative to the "Conduct of Regular School Visits and Submission of Data on the Issues and Concerns Raised and Interventions Provided Therein" starting May 12, 2023.
2. In view thereof, attached are the division focal persons, for reference.
3. For information and compliance.

  
**WILFREDO E. CABRAL, CESO III**  
Regional Director

Encl.: As stated  
Reference:  
To be indicated in the Perpetual Index



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Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

**DIVISION FOCAL PERSONS**

	<b>Division</b>	<b>NAME (First, Middle Initial, Last)</b>
<b>1</b>	Caloocan City	Joey H. Villanueva
<b>2</b>	Las Pinas City	Mildred T. Tuble
<b>3</b>	Makati City	Neil Vincent Cedilla Sandoval
<b>4</b>	Malabon	Josefina Pablo
<b>5</b>	Mandaluyong	Alyn Mendoza
<b>6</b>	Manila	Albert James P. Macaraeg
<b>7</b>	Marikina City	Joseph T. Santos
<b>8</b>	Muntinlupa	Mariel Eugene Luna
<b>9</b>	Navotas City	Esperanza M. Soledad
<b>10</b>	Paranaque City	Reena G Orquina
<b>11</b>	Pasay City	Librado F. Torres
<b>12</b>	Pasig	Ceazar S. Gonzales
<b>13</b>	Quezon City	Perlita P. Depatillo
<b>14</b>	San Juan City	Bradley Goldie K. Loo
<b>15</b>	Taguig City & Pateros	Ma. Leny A. Manaoat
<b>16</b>	Valenzuela	Auggene John D.A. De Vega



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Republic of the Philippines  
**Department of Education**  
**OPERATIONS**

OASOPS No. 2023-092

**MEMORANDUM**

TO : **ALL REGIONAL DIRECTORS**  
**ALL SCHOOLS DIVISION SUPERINTENDENTS**  
**PUBLIC SCHOOLS DISTRICT SUPERVISORS**  
**EDUCATION PROGRAM SUPERVISORS**

FROM :   
**Atty. REVSEE A. ESCOBEDO**  
*Undersecretary for Operations*

  
**FRANCIS CESAR B. BRINGAS**  
*Assistant Secretary for Operations*

SUBJECT : **Conduct of Regular School Visits and Submission of Data on the Issues and Concerns Raised and Interventions Provided Therein**

DATE : May 5, 2023

In line with the efforts to address the various concerns and issues raised by schools, this Office directs Schools Division Offices to **conduct regular school visits, and to submit issues and concerns raised** during the said visits.

As part of their primary duties, **Public Schools District Supervisors (PSDSs) and Education Program Supervisors (EPSs) are required to conduct school visits in their respective jurisdictions.** In this regard, this Office prescribes a **minimum of three (3) different schools to be visited weekly** by the PSDS and the EPS, subject to the discretion of the Schools Division Superintendents who may require more schools to be visited, or other personnel to join the PSDS and EPS in the visits.

Public Schools District Supervisors	Minimum of two (2) different schools (which were not previously visited) per week)
Education Program Supervisors	Minimum of one (1) different school (which was not previously visited) per week

Likewise, the issues and concerns raised, including interventions provided during school visits, shall be submitted regularly **every Friday, 5 PM, starting May 12, 2023**, through the following links assigned per Region:

<b>Region</b>	<b>Link</b>
I	<a href="https://docs.google.com/spreadsheets/d/1lgzXN7ntgIEmPZvc9OJfyFQp44I491pXEAh0hTJX_Mw/edit?usp=share_link">https://docs.google.com/spreadsheets/d/1lgzXN7ntgIEmPZvc9OJfyFQp44I491pXEAh0hTJX_Mw/edit?usp=share_link</a>
II	<a href="https://docs.google.com/spreadsheets/d/1_KpPp91Av5-nywULk5YQj_pDUG15vQ3ceTCrddkfYd0k/edit?usp=share_link">https://docs.google.com/spreadsheets/d/1_KpPp91Av5-nywULk5YQj_pDUG15vQ3ceTCrddkfYd0k/edit?usp=share_link</a>
III	<a href="https://docs.google.com/spreadsheets/d/1A0OU80wCMY_n_aDTbSJ6bLTIUPDfQnAunZf4zKg6Mw0/edit?usp=share_link">https://docs.google.com/spreadsheets/d/1A0OU80wCMY_n_aDTbSJ6bLTIUPDfQnAunZf4zKg6Mw0/edit?usp=share_link</a>
IV-A	<a href="https://docs.google.com/spreadsheets/d/1EN-r49vjWJC76lgXVxlAWIAUSSLP7PdXrlp32EkG3Jg/edit?usp=share_link">https://docs.google.com/spreadsheets/d/1EN-r49vjWJC76lgXVxlAWIAUSSLP7PdXrlp32EkG3Jg/edit?usp=share_link</a>
IV-B	<a href="https://docs.google.com/spreadsheets/d/1Mu64FJC96AbFY_03ROfLsc9JkfYVI9sbYHZYnCMJTkg/edit?usp=share_link">https://docs.google.com/spreadsheets/d/1Mu64FJC96AbFY_03ROfLsc9JkfYVI9sbYHZYnCMJTkg/edit?usp=share_link</a>
V	<a href="https://docs.google.com/spreadsheets/d/17TPk_k-9_7tDcguEyOA08nXJn8v9MomfLbNOODxpmG8/edit?usp=share_link">https://docs.google.com/spreadsheets/d/17TPk_k-9_7tDcguEyOA08nXJn8v9MomfLbNOODxpmG8/edit?usp=share_link</a>
VI	<a href="https://docs.google.com/spreadsheets/d/1mOb3sino4mwS9HOYPg9JILabQfe6rTtK-h1qbMonzAw/edit?usp=share_link">https://docs.google.com/spreadsheets/d/1mOb3sino4mwS9HOYPg9JILabQfe6rTtK-h1qbMonzAw/edit?usp=share_link</a>
VII	<a href="https://docs.google.com/spreadsheets/d/1fAG3W8-4-q57qKZlxpSyfxHp_7sUfEeq3Gu9euSfL9A/edit?usp=share_link">https://docs.google.com/spreadsheets/d/1fAG3W8-4-q57qKZlxpSyfxHp_7sUfEeq3Gu9euSfL9A/edit?usp=share_link</a>
VIII	<a href="https://docs.google.com/spreadsheets/d/1zJf6eGiMJMsv5_qyC6hPRifivBJkZ6XXaZm438Citdk/edit?usp=share_link">https://docs.google.com/spreadsheets/d/1zJf6eGiMJMsv5_qyC6hPRifivBJkZ6XXaZm438Citdk/edit?usp=share_link</a>
IX	<a href="https://docs.google.com/spreadsheets/d/1PipM3vCcb6xe2LwPw-NEXyc-2HxmhAGD8WqWu-thppQ/edit?usp=share_link">https://docs.google.com/spreadsheets/d/1PipM3vCcb6xe2LwPw-NEXyc-2HxmhAGD8WqWu-thppQ/edit?usp=share_link</a>
X	<a href="https://docs.google.com/spreadsheets/d/1wVTrfGtydsOkucoSoUg3kr_gKSMJuDm-6rna-LSZrwCI/edit?usp=share_link">https://docs.google.com/spreadsheets/d/1wVTrfGtydsOkucoSoUg3kr_gKSMJuDm-6rna-LSZrwCI/edit?usp=share_link</a>
XI	<a href="https://docs.google.com/spreadsheets/d/1gU7H3AjPuFJvzuoqmmU9gkz9HoK5f_IQ9tGwOHAYDn4/edit?usp=share_link">https://docs.google.com/spreadsheets/d/1gU7H3AjPuFJvzuoqmmU9gkz9HoK5f_IQ9tGwOHAYDn4/edit?usp=share_link</a>
XII	<a href="https://docs.google.com/spreadsheets/d/1PJ88vBx8Ne9O-1cAIXpAVgTdPp6yNXIRnMykyXDYd6o/edit?usp=share_link">https://docs.google.com/spreadsheets/d/1PJ88vBx8Ne9O-1cAIXpAVgTdPp6yNXIRnMykyXDYd6o/edit?usp=share_link</a>
XIII	<a href="https://docs.google.com/spreadsheets/d/1GqAL3H5wblep4xnAcjHu9kI1w5p8OkJmp4OiI32BIP8/edit?usp=share_link">https://docs.google.com/spreadsheets/d/1GqAL3H5wblep4xnAcjHu9kI1w5p8OkJmp4OiI32BIP8/edit?usp=share_link</a>
CAR	<a href="https://docs.google.com/spreadsheets/d/1H_UebCIiWH6PwPPg-QejoGreb68VFuTHT7hpfHad1Ao/edit?usp=share_link">https://docs.google.com/spreadsheets/d/1H_UebCIiWH6PwPPg-QejoGreb68VFuTHT7hpfHad1Ao/edit?usp=share_link</a>
NCR	<a href="https://docs.google.com/spreadsheets/d/15I6gCfJ_jE45EhLVSXy1fbJ8bSSdKG-knvOck38C8dI/edit?usp=share_link">https://docs.google.com/spreadsheets/d/15I6gCfJ_jE45EhLVSXy1fbJ8bSSdKG-knvOck38C8dI/edit?usp=share_link</a>

In addition, this Office requests the contact number and DepEd email address of the assigned focal person per region and division to be used in order to access and update the Google Sheets **on or before May 10, 2023 (Wednesday), 3 PM.**

For questions or clarifications, you may contact Mr. Aster Joshua Mostrales at [aster.mostrales@deped.gov.ph](mailto:aster.mostrales@deped.gov.ph) or at (02) 8633-5344.

For strict compliance and appropriate action.