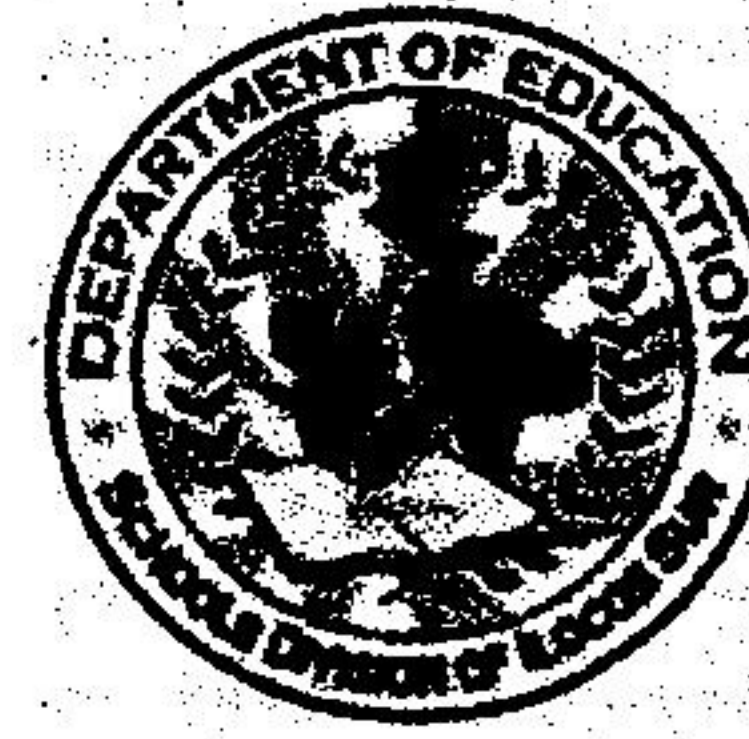




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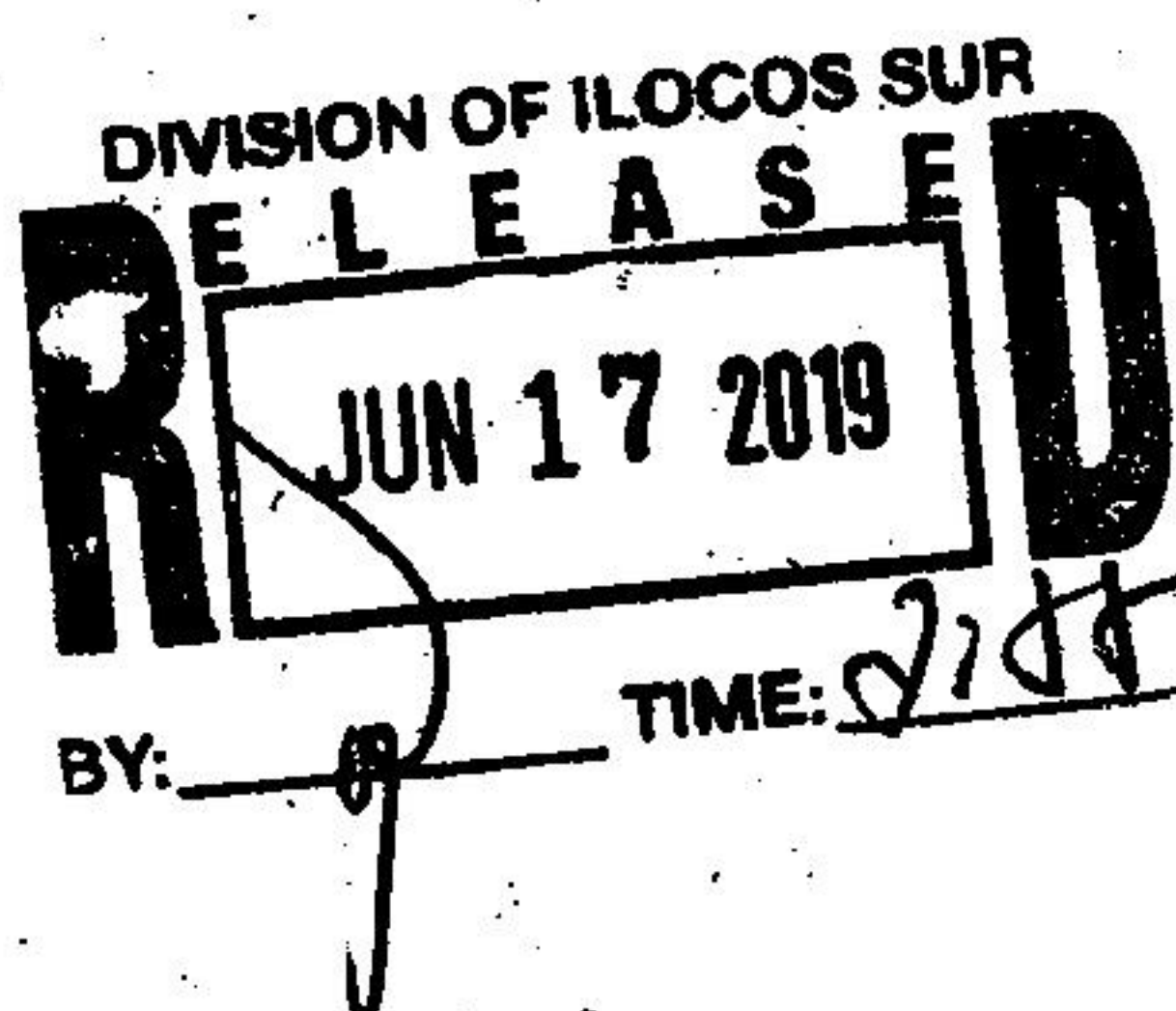
June 14, 2019

DIVISION MEMORANDUM
NO. 169, S. 2019

SUBMISSION OF SCHOOL INDICATIVE CALENDAR OF ACTIVITIES
SY 2019-2020

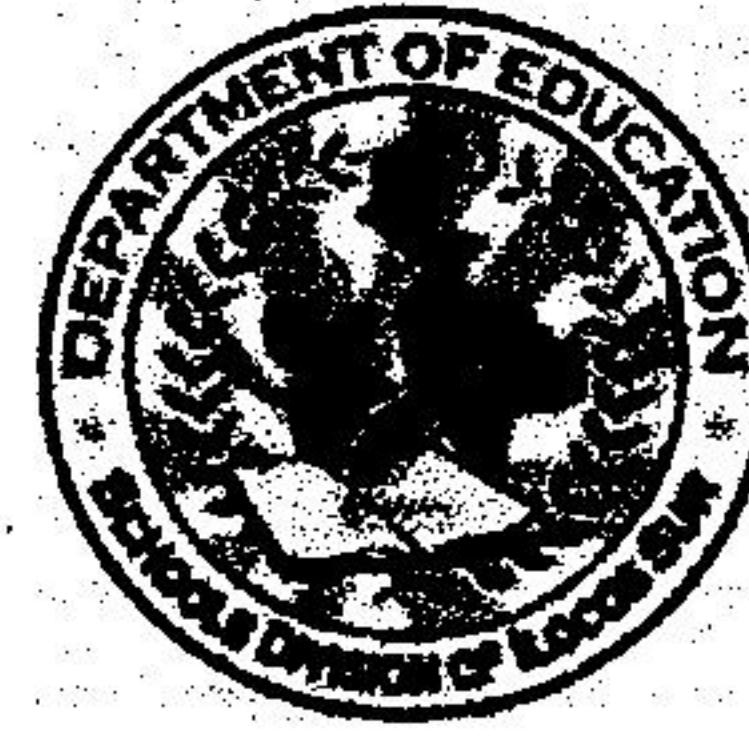
To: OIC-Assistant School Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
School Heads, Public Elementary and Secondary Schools

1. To facilitate the conduct and monitoring of programs, projects and activities, all schools shall submit their School Indicative Calendar of Activities SY 2019-2020 to this Office (Attn.: SGOD) on or before June 21, 2019.
2. Prepare copies of the said calendar of activities with the following specifications:
 - 2.1. Prescribed Format – The same as that of the First Quarter Indicative Schedule of Activities with color-coding of entries:
 - 2.1.1. RED - Holidays
 - 2.1.2. BLACK - National, Regional and Division PPAs
 - 2.1.3. GREEN - School Activities (LAC, INSET, GAD, Foundation Day, Camps, Mass or Religious, LGU or any stakeholder-sponsored PPA and others)
 - 2.2. Number of Copies : 2 hard copies (A4 bond paper)
3. The said calendar of activities shall contain all PPAs reflected in DepEd Order No. 07, s. 2019 re School Calendar for SY 2019-2020. It should also include all target/proposed school activities (on and off-campus) indicated in the SIP 2019-2021/AIP 2019 for review and approval by this Office.
4. For the security and welfare of participants, ensure that all activities shall be in compliance/aligned with the following provisions:
 - 4.1. All participating pupils/students shall secure parents' permit in attendance/participation to school activities.
 - 4.2. The implementation of the following DepEd Orders and related issuances shall be strictly observed:
 - 4.2.1. DepEd Order No. 66, s. 2017 re: Implementing Guidelines on the Conduct of Off-Campus Activities
 - 4.2.2. "No Collection Policy" pursuant to implementing rules and regulations of DepEd Order No. 41, s. 2012 – Revised Guidelines on the Opening of Classes
 - 4.2.3. DepEd Order No. 9, s. 2005 – Instituting Measures to Engage Time-On-Task and Ensuring Compliance Thereof shall be strictly observed.
 - 4.2.4. DepEd Order No. 55, s. 2013 – Implementing Rules and Regulations of RA 10627 or Anti-Bullying Act of 2013 and DepEd Memoranda No. 7, s. 2017 Reiteration of the DepEd Anti-Bullying Policy
 - 4.2.5. DepEd Order No. 40, s. 2012 - DepEd Child Protection Policy
 - 4.2.6. All participating teachers shall be entitled to service credits in accordance to DepEd Order No. 19, s. 2011 and DepEd Order No. 53, s. 2003 and the school head and non-teaching staff shall be granted





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Compensatory Time-Off (CTO) on for INSET Activities conducted on Saturdays, Sundays and holidays as per CSC and DBM Joint Circular No. 2, s. 2004.

- 4.3. All precautionary measures shall be instituted to ensure the lives and safety of all concerned. Any action, therefore, should be the discretion and responsibility of the school head. However, it is the school's moral and legal obligation to look after the welfare of the participants, hence, extraordinary diligence shall be exercised at all times.
5. Approved School Calendars shall serve as permit to conduct PPAs except for special programs like Gender and Development (GAD) which shall be requested separately to follow the prescribed process and requirements.
6. For information, guidance and compliance.

GEMMA Q. TACUYCUI, CESO V
Schools Division Superintendent

To be indicated in the perpetual index under the following subject:
Indicative Calendar of Activities

School-based Activities

School Calendar SY 2019-2020

