



Republic of the Philippines
Department of Education
Region IX, Zamboanga Peninsula
Division of Pagadian City



Office of the School Governance and Operations Division (OSGOD)-SMME Section

February 21, 2023

Office Memorandum

No. 01, 2023

TO: Ms. Nedic L. To - Division Nurse
Ms. Honey Cher L. Altubar - EPS 2-SMME
Ms. Teodoro M. Ortiz - PDO II
Ms. Alejandro N. Samonte Jr. - Division Engineer
Mr. Locke D. Jusay - SEPS-SMME
Dr. Sanny Boy I. Asim - EPS-SGOD

DIVISION INSPECTORATE TEAM FOR THE PRIVATE SCHOOLS

1. You are hereby directed to constitute the Inspectorate Team in the conduct of inspection and evaluation of private schools applying/requesting for the issuance/renewal of Government Permit (GP).
2. Your respective designations in the inspection and evaluation shall be the following, to wit:
Ms. Nedic L. To - on Health and Sanitation
Ms. Alejandro N. Samonte Jr. - on School Site, Land Area and Buildings and Academic Classrooms,
Ms. Teodoro M. Ortiz - on DRRM
Mr. Honey Cher L. Altubar, *Recorder* - on Library Holding, Offices, Computer Room/Laboratories
Mr. Locke D. Jusay, *Assist. Leader* - on Guidance Program, Child Protection Policy
Dr. Sanny Boy I. Asim, *Leader* - on Teaching Staff and Administrator's EQ
3. In the event that you will not be available during the inspection and evaluation, you shall be expected to nominate your substitute in time.
4. Attached is the schedule of inspection and evaluation of private schools which have submitted to date requests for issuance/renewal of Government Permit (GP).
5. For your guidance and compliance.

For the Schools Division Superintendent:

MA. COLLEEN L. EMORICHA, EdD, CESO VI
Assistant Schools Division Superintendent
In - Charge of the Office

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/February 21, 2023

DepEd

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