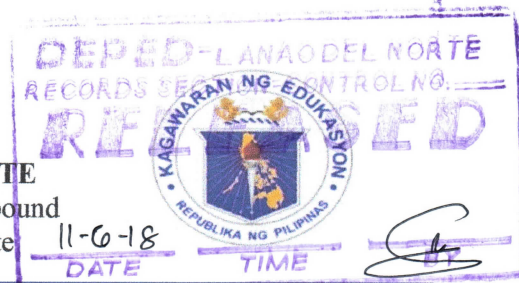




Republic of the Philippines
Department of Education
Region X – Northern Mindanao
DIVISION OF LANA DEL NORTE
Gov. A. Quibranza Prov'l. Gov't. Compound
Pigcarangan, Tubod, Lanaodel Norte



DIVISION MEMORANDUM

No. 475 s. 2018

To : All School Heads
This Division

From: *for: [Signature]*
ROY ANGELO E. GAZO
Schools Division Superintendent

Date: November 11, 2018

Subject: Reiterating DO No. 09, s. 2005 on Instituting Measures to Increase Engaged Time-On-Task and Ensuring Compliance Therewith

1. It has been observed that some teachers are attending activities such as trainings and seminars conducted by the Division, Regional and Central Offices. Likewise, some schools are conducting activities not included in the localized school calendar.
2. Relative to this, stipulations in **DepEd Order No. 9, s. 2005 entitled "Instituting Measures to Increase Engaged Time-On-Task and Ensuring Compliance Therewith"** are reiterated for strict compliance.
3. The field is further reminded of the following:
 - a. A school day is defined as a day devoted to instructionally relevant activities pursuant to engaging students in learning the lessons of the curriculum. Any school day or part of a school day spent otherwise is classified as a disruption.
 - b. Classes should not be suspended even while there are school celebrations of important historical events or significant occasions. Simple announcements in bulletin boards would suffice.
 - c. For activities not included in the localized school calendar from the Division Office, submission of request for approval of activities shall be done at least ten (10) working days to provide ample time for review and for information to all stakeholders concerned.
 - d. Also, as indicated in DepEd Order No. 25, s. 2018 entitled "School Calendar for School Year 2017-2018", make-up classes are recommended in lieu of class cancellation due to celebrations and holidays, as well as occurrence of natural and man-made calamities. To ensure quality in the school operation and actual teaching-learning, a 200-day non-negotiable contact time for teachers and the physical presence of school heads in school shall be enforced.
4. For information and STRICT compliance.