



Republic of the Philippines
Department of Education
REGION X
SCHOOLS DIVISION OF LANA DEL NORTE

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DIVISION MEMORANDUM
No. 333, s. 2026

**SUBMISSION OF ACCOMPLISHMENT REPORTS ON THE
IMPLEMENTATION OF SECURITY MEASURES FOR SAFETY IN SCHOOLS**

To: Public Schools District Supervisors and Coordinating Principals
Public Elementary and Secondary School Heads
All Teaching and Nonteaching Personnel
All Others Concerned

1. In line with the Department of Education's commitment that is to promote and uphold the welfare, safety, security and protection of all learners and personnel, this Office **enjoined all schools to submit accomplishment reports on the implementation of security measures for safety in schools.**
2. All schools are also reminded to anchor such school security measures on existing Department policies that emphasize the security and protection of learners and school personnel such as DepEd Order No. 6, s. 2026 particularly Section VI. A. 5. All schools must adopt preventive, protective and responsive measures to ensure the safety, security and well-being of all members of the school community. This includes hiring of security personnel, visitor guidelines, bag and vehicle inspections, confiscation of prohibited items and acquisition of CCTV and other security equipment.
3. Please refer to Annex A of this issuance for the guidelines on accomplishing the reports or access the template at <https://tinyurl.com/DRRMTemplate-DepEdLDN>.
4. Immediate dissemination of and strict compliance with this Memorandum are hereby directed.

EDWIN R. MARIBOJOC, CESO V
Schools Division Superintendent

Reference: Memo DM-oups-2026-10-02120 & DepEd Order No. 006, s. 2026

To be indicated in the Perpetual Index under the following subjects:

SECURITY MEASURES SAFE AND MOTIVATING LEARNING ENVIRONMENT SCHOOLS



Address: DepEd-Division of Lanao del Norte, Pigcarangan, Tubod, Lanao del Norte

Telephone Nos.: (063) 227 6150

Email Address: lanao.norte@deped.gov.ph

Website: <https://depedldn.com>

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ANNEX A. Accomplishment Report on Security Measures for Safety in Schools

School Name:	
School ID No.	
District:	
School Address	

Security Measures	Accomplishments and MOVs (<i>Please indicate brief narratives and attach photo documentations each security measures.</i>)
a. Security Personnel/Watchman	• Copy of Watchman or Security guard deployment schedule; employment contracts • Security guard logbook, visitor logbook or registration form
b. Visitor Guidelines	• Visible IEC materials for visitor guidelines • Visitor logbook.
c. Bag Inspections	• Visible IEC materials for bag inspection or proof of dissemination to learners and parents. • Photo documentation for actual bag inspections. • Copy of formal Random Routine Bag Inspection School Plan (see Annex E of DO. 6, s. 2026) • Reports or documentation of other security measures implemented to support school bag inspections, such as coordination and collaboration with law enforcement agencies or other relevant authorities.
d. Prohibited Item & Confiscation	• Visible IEC materials for Prohibited Items inside school premises. • Proof that there are printed Confiscation Slip (see Annex F of DO. 6. S. 2026)

	• <i>Photo documentation of any confiscated prohibited items.</i>
e. Vehicle and Item Inspection	• <i>Signages for vehicle and item inspections at the school entrance.</i> • <i>Photo documentation on plain view inspection of any vehicles.</i>
f. Closed-circuit Television (CCTV) and Security Equipment	• <i>Photo documentation of installed CCTV and other security equipment like bag scanners, handheld metal detectors or search sticks,</i> • <i>Copy of procurement documents or other supporting evidence showing that CCTV systems and other security equipment are scheduled for procurement and installation.</i>
<i>Note: Please do not use any folder or cover page.</i>	

Prepared by:

Noted by:

School Head

PSDS/DIC

Recommending Approval

MARIA CARMELA T. ABLIN
Chief ES - SGOD

JAYVY C. VEGAFRIA
Assistant Schools Division Superintendent

Approved by:

EDWIN R. MARIBOJOC, CESO V
Schools Division Superintendent