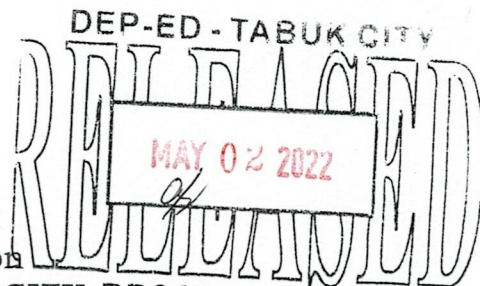




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF TABUK CITY RECORDS UNIT
BCS Compound, Bulanao Norte, Tabuk City



Office of the Schools Division Superintendent

May 2, 2022

DIVISION MEMORANDUM

No. 159 s. 2022

To SGOD, CID and OSDS
Public Elementary and Secondary Schools
All others Concerned

AMMENDMENTS TO DIVISION MEMORANDUM NO. 138 s. 2022

1. The Schools Division Office issued Division Memo. No. 138 s. 2022 (Clarificatory on the Suspension of Classes for National Election-Related Activities) as stipulated in DepEd Order No. 29 s. 2021 (School Calendar and Activities for School Year 2021–2022).

2. In this regard, the following is hereby clarified for the guidance of all concerned.

2.1 Teaching personnel who are involved in the National Election-Related Activities will attend to the preparations of polling places and other related activities before election day. There will also be immediate post-election activities in the schools and by teachers who will serve in the election.

2.2 Teachers who are not involved in election-related activities may not be required to report to their school stations from May 2 to 13, 2022, and there is no need to log in and log out of the biometric but continue to do required reports. Given that there will be no classes on these days, teachers are expected to devote these days to do the following tasks and submit accomplishment reports to their respective school heads upon resumption on May 16, 2022 with means of verification:

- Preparation of questions for the Division Achievement Test;
- Evaluation of outputs and preparation of instructional materials;
- Preparation of school forms and computation of grades and analysis of students' performances and
- other related tasks that are expected to be completed.

2.3 Teachers who plan to perform their duties outside of Tabuk City must notify their school heads of their whereabouts. It is understood that the above-mentioned dates should not be used for strolling or other recreational activities.

2.4 Teachers who need to work in school to complete teaching-related tasks are encouraged/appreciated, but it is not mandatory to report.

2.5 This memorandum does not apply to school heads or non-teaching personnel, who must still report to their schools and offices on regular office days.

3. Immediate dissemination of and strict compliance with this memorandum is directed.


IRENE S. ANGWAY PhD, CESO VI
Schools Division Superintendent 