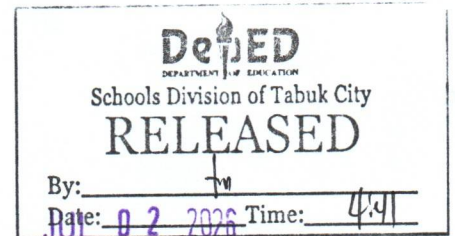




Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION  
Schools Division of Tabuk City



Office of the Schools Division Superintendent

July 2, 2026

**DIVISION MEMORANDUM**  
NO. **290** s. 2026

**SCHOOL MONITORING ON THE IMPLEMENTATION OF DEPED ORDER NO. 006, S. 2026 TITLED GUIDELINES ON ENSURING SAFE AND MOTIVATING LEARNING ENVIRONMENT (ESMLE)**

To: Assistant Schools Division Superintendent  
Education Program Supervisors  
Public Schools District Supervisors  
Section Heads SGOD and CID Personnel  
All Others Concerned

1. Pursuant to DepEd Order No. 006, s. 2026, otherwise known as the Guidelines on Ensuring a Safe and Motivating Learning Environment (ESMLE), the Schools Division Office of Tabuk City shall conduct a division-wide monitoring and validation activity in all public schools on 03 July 2026. This activity aims to assess the level of compliance of schools with the provisions of the policy and provide appropriate technical assistance to strengthen the implementation of programs, projects, and activities that promote learner safety, well-being, and a positive school climate.
2. The monitoring teams shall be composed of the Schools Division Superintendent, Assistant Schools Division Superintendent, Education Program Supervisors, Public Schools District Supervisors, Section Heads, and designated personnel from the Curriculum Implementation Division (CID) and Schools Governance and Operations Division (SGOD). The corresponding areas of assignment, monitoring schedules, and monitoring instruments are attached as enclosures to this Memorandum.
3. Public Schools District Supervisors shall serve as Team Leaders within their respective districts and shall ensure effective coordination with school heads and monitoring team members for the smooth conduct of the activity.
4. School Heads shall facilitate the monitoring visit and ensure the availability of pertinent documents, records, reports, and other means of verification related to the implementation of DepEd Order No. 006, s. 2026, including school safety measures, child protection initiatives, disaster risk reduction and management mechanisms, health and sanitation programs, school security protocols, and other relevant interventions.
5. Accomplished monitoring tools and consolidated reports shall be submitted to the School Management Monitoring and Evaluation (SMME) Unit through the SGOD, in



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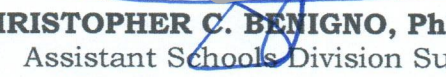
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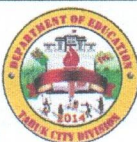
**Office of the Schools Division Superintendent**

coordination with the Division DRRM Focal Person, on or before 06 July 2026 for consolidation, analysis, and preparation of the division report.

6. This Memorandum shall serve as the Travel Authority of all personnel involved in the conduct of the monitoring activity, subject to existing government accounting, auditing, budgeting, and procurement rules and regulations.

7. Immediate dissemination of and strict compliance with this Memorandum is directed.

  
**CHRISTOPHER C. BENIGNO, PhD, EdD, CESO VI**  
Assistant Schools Division Superintendent  
OIC – Schools Division Superintendent



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Enclosure No. 01

**List of Monitoring Team for ESMLE**

District	Monitoring Chairperson	Monitoring Team
	SDS, ASDS, Division Chiefs	
<b>ETD-1</b>	PSDS	PSDS in charge, EPS in charge, SGOD in charge, Nurse in charge, Dentist, OSDS- Sandy Basungit, COS SBFP
<b>ETD-2</b>	PSDS	PSDS in charge, EPS in charge, SGOD in charge, Nurse in charge, COS- SBFP,
<b>ETD-3</b>	PSDS	PSDS in charge, EPS in charge, SGOD in charge, Nurse in charge, Dentist, OSDS- Dorothy Asingal
<b>NTD-1</b>	PSDS	PSDS in charge, EPS in charge, SGOD in charge, Nurse in charge, OSDS- Lovelyn Mukay
<b>NTD-2</b>	PSDS	PSDS in charge, EPS in charge, SGOD in charge, Nurse in charge, COS- Sports, OSDS- James Dayao
<b>STD-1</b>	PSDS	PSDS in charge, EPS in charge, SGOD in charge, Nurse in charge, OSDS- Virginia Baliling
<b>STD-2</b>	PSDS	PSDS in charge, EPS in charge, SGOD in charge, Nurse in charge, OSDS-Catherine Badong,
<b>STD-3</b>	PSDS	PSDS in charge, EPS in charge, SGOD in charge, Nurse in charge, OSDS- Allan Dumalsin, Engr. Paul Palliso, Engr. Allan Cubit,
<b>WTD- 1</b>	PSDS	PSDS in charge, EPS in charge, SGOD in charge, Nurse in charge, OSDS- Sixto Lang-ay
<b>WTD-2</b>	PSDS	PSDS in charge, EPS in charge, SGOD in charge, Nurse in charge, COS- DRRM, OSDS- Welda Buslig



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*Enclosure No.02*

**School:** \_\_\_\_\_ **District:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**School Head:** \_\_\_\_\_ **Contact No.:** \_\_\_\_\_

**ENSURING A SAFE AND MOTIVATING LEARNING ENVIRONMENT (ESMLE)  
 MONITORING TOOL**

Indicator	EVIDENT	NOT EVIDENT	Remarks
Functional CCTV System	<input type="checkbox"/>	<input type="checkbox"/>	Location: __ Main Gate __ Offices __ Grounds __ Canteen __ Hallways __ Other: _____ __ Back Gate
Assigned Security Personnel	<input type="checkbox"/>	<input type="checkbox"/>	Conducted by: __ Guard __ None __ Staff __ Other: _____
Visitor Logbook Maintained	<input type="checkbox"/>	<input type="checkbox"/>	Visitor ID/Passes Issued __ Yes __ No
Campus Access Control	<input type="checkbox"/>	<input type="checkbox"/>	
Authorized Non-contact Bag Inspection (guard, staff)	<input type="checkbox"/>	<input type="checkbox"/>	
Handheld Metal Detector Available	<input type="checkbox"/>	<input type="checkbox"/>	
Walk-through Scanner Available	<input type="checkbox"/>	<input type="checkbox"/>	
Two-way Radios Available	<input type="checkbox"/>	<input type="checkbox"/>	
Megaphone Available	<input type="checkbox"/>	<input type="checkbox"/>	
Emergency Alarm Functional	<input type="checkbox"/>	<input type="checkbox"/>	
Fire Extinguishers Available	<input type="checkbox"/>	<input type="checkbox"/>	
Evacuation Map Posted	<input type="checkbox"/>	<input type="checkbox"/>	
Fire Drill Conducted	<input type="checkbox"/>	<input type="checkbox"/>	
Earthquake Drill Conducted	<input type="checkbox"/>	<input type="checkbox"/>	
Perimeter Fence Secure	<input type="checkbox"/>	<input type="checkbox"/>	
Main Gate Functional	<input type="checkbox"/>	<input type="checkbox"/>	
Classrooms/Canteen Safe	<input type="checkbox"/>	<input type="checkbox"/>	
Electrical System Safe	<input type="checkbox"/>	<input type="checkbox"/>	
Water Supply Available	<input type="checkbox"/>	<input type="checkbox"/>	
Functional Child Protection Committee	<input type="checkbox"/>	<input type="checkbox"/>	





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Child Protection Policy Posted	<input type="checkbox"/>	<input type="checkbox"/>	
School Safety Plan Updated	<input type="checkbox"/>	<input type="checkbox"/>	
DRRM Plan Updated	<input type="checkbox"/>	<input type="checkbox"/>	
Contingency Plan Available	<input type="checkbox"/>	<input type="checkbox"/>	
Hazard Map Available	<input type="checkbox"/>	<input type="checkbox"/>	
Evacuation Plan Available	<input type="checkbox"/>	<input type="checkbox"/>	

**Top Five Priority Needs**

- CCTV System
- Security Guard/Watchman
- Fence/Gate Repair
- Metal Detector/Scanner
- Communication Equipment
- Fire Safety Equipment
- Safety Signages
- Child Protection Resources
- Electrical Repair
- Water/Sanitation

**Training & Technical Assistance Needed**

- Safety Audit / Risk Assessment
- Bag Inspection Protocol
- CPC Strengthening / Discipline
- Bullying Case Management
- Fire & Earthquake Readiness
- First Aid / BLS / Crisis Management

**MOST URGENT SINGLE INTERVENTION REQUEST:**

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Validated by (Division Monitoring Team):

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Conforme (School Head): \_\_\_\_\_



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