



Republic of the Philippines  
**Department of Education**

02 APR 2018

DepEd MEMORANDUM  
No. **061**, s. 2018


**INSTRUCTIONS FOR PROMOTION OF LEARNERS DISPLACED  
BY THE MARAWI SIEGE**

To: Undersecretaries  
Assistant Secretaries  
Bureau and Service Directors  
Regional Secretary, ARMM  
Regional Directors  
Schools Division Superintendents  
Public and Private Elementary and Secondary School Heads  
All Others Concerned

1. The Department of Education (DepEd) remains committed to ensuring that education continues for the learners who were displaced by the Marawi siege in 2017.
2. In recognition of the precarious circumstances that persist for many of these learners, the DepEd ensures that these learners continue to be accommodated in the basic education system with minimal disruption as they receive quality, accessible, and liberating education.
3. The basic learner's profile and academic status for each learner in the DepEd are linked to their Learner Reference Number (LRN) stored in the Learner Information System (LIS). However, the system does not store detailed information on the learner's grades, which serve as the basis for determining promotion/retention decisions. Owing to the destruction of data located in schools and other government facilities in Marawi, the permanent records of many learners are currently missing and will take time to be reconstructed.
4. In view of this, DepEd issues the following instructions:
  - a. For Grades 6, 10, and 12 learners, their academic performance for School Year (SY) 2017-2018 (as defined in Section V of DepEd Order (DO) No. 8, s. 2015) shall be used as basis for promotion to the next level. They shall be entitled to awards, honors, and other forms of recognition upon meeting the relevant qualifications stated in DO 36, s. 2016. Learners without LRNs shall be registered in the system and given LRNs.

To: All School Administrators, Principals & Teachers In-Charge  
(Elementary & Secondary)

FOR YOUR INFORMATION & APPROPRIATE ACTION

  
FEDERICO P. MARTIN, Ed.D, CESO VI  
Schools Division Superintendent

b. For other grade levels, the following procedures shall be observed:

Learners with LRN	Learners without LRN
<ul style="list-style-type: none"> <li>Learners will be promoted based on their academic performance in SY 2017-2018 as defined in Section V of DepEd Order (DO) No. 8, s. 2015. They shall be entitled to awards, honors, and other forms of recognition if qualified (as per DO 36, s. 2016).</li> </ul>	<ul style="list-style-type: none"> <li>Learners will be promoted based on their academic performance in SY 2017-2018 following the process defined in Section V of DO No. 8, s. 2015. They shall be entitled to awards, honors, and other forms of recognition upon meeting the relevant qualifications stated in DO 36, s. 2016.</li> <li>Class advisers shall prepare a supplemental report on promotion (SF-5) for this purpose. The SF-5 template is downloadable from <b>deped.gov.ph</b> and <b>lis.deped.gov.ph</b>.</li> </ul> <p>In preparation for SY 2018-2019 and issuance of LRNs:</p> <ul style="list-style-type: none"> <li>Schools divisions hosting displaced learners shall consolidate the list of all displaced learners,</li> <li>Host schools divisions shall then request the certification of the Schools Division of Marawi City, stating that the learners listed in Enclosure No. 1 were previously studying in a school in the said schools division,</li> <li>The Office of the School Division Superintendent of Marawi City shall then issue certification upon verification of concerned school heads using the suggested certification format provided in Enclosure 2, and</li> <li>Learners shall provide a birth certificate or other equivalent documents as a prerequisite for the issuance of their LRNs per DO 22, s. 2012 and DO 3, s. 2018.</li> </ul>

5. While private schools have their own internal guidelines on admission and enrollment, DepEd encourages private schools to provide consideration for displaced learners who intend to enroll in light of the situation.

6. For more information, contact the **Education Management Information System Division-Planning Service (EMISD-PS)**, 2nd Floor, Teodora Alonzo Bldg., Department of Education (DepEd) Central Office, DepEd Complex, Meralco Avenue, Pasig City at telephone nos. (02) 638-2251; (02) 635-3958 or email at [ps.emisd@deped.gov.ph](mailto:ps.emisd@deped.gov.ph).

7. Immediate dissemination of this Memorandum is desired.

  
**LEONOR MAGTOLIS BRIONES**  
 Secretary

Encls.:

As stated

References:

DepEd Order: (Nos. 22, s. 2012; 8, s. 2015; 36, s. 2016 and 3, s. 2018)

DepEd Memorandum: Nos. 98, and 112, s. 2017

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

ADMISSION

AWARDS

ENROLLMENT

LEARNERS

PERFORMANCE

PROGRAMS

PROMOTION

PROCEDURE

RECOGNITION

SCHOOLS

MCR/DJP-DM-Instructions for Promotion of Learners Displaced by the Marawi Siege  
0253- March 19/26, Apr, 3, 2018

(Enclosure to DepEd Memorandum No. 061, s. 2018)

ENCLOSURE 1

REPORT OF DISPLACED LEARNERS AFFECTED BY THE MARAWI SIEGE

CURRENT SCHOOL					SCHOOL IN MARAWI CITY				
Name of School	School ID	District	Grade Level	Section	Name of Learner (Last Name, First Name, Middle Name, Extension Name)	Name of School	District	Last Grade Level Completed	Last SY Attended
Tibagan ES	104795	Bustos	5	Polite	Akmar, Murak	Marawi City ES	Central	4	SY 2016-2017

Certified true and correct by:

\_\_\_\_\_  
Schools Division Superintendent  
Schools Division Office

**ENCLOSURE 2**

**CERTIFICATION**

This is to certify that the following learners were formerly enrolled in a school under the jurisdiction of the Schools Division of Marawi City that was affected by the Marawi City siege in 2017.

Name of Learner (Last Name, First Name, Middle Name, Extension Name)	Name of School	School ID	District	Last Grade Level Completed	Last SY Attended
<i>Akmar, Murak</i>	<i>Marawi City ES</i>	<i>218003</i>	<i>Central</i>	<i>4</i>	<i>SY 2016-2017</i>

Attested this \_\_\_\_\_ day of \_\_\_\_\_ at \_\_\_\_\_.

\_\_\_\_\_  
Schools Division Superintendent  
Schools Division of Marawi City