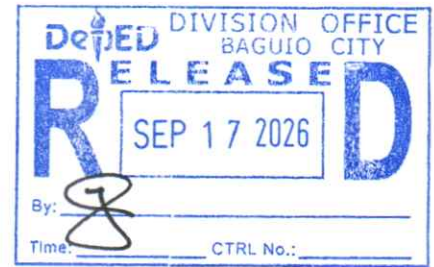




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



September 16, 2026

DIVISION MEMORANDUM

No. **616-2026**

ESTABLISHMENT OF THE SDO BAGUIO CITY MONITORING, EVALUATION, AND INSPECTION TEAM (MEIT) FOR SENIOR HIGH SCHOOL PROGRAM RECOGNITION

To: Assistant Schools Division Superintendent
Chief Education Supervisors
School Heads/Administrators of Private Schools Offering Senior High School
All Others Concerned

1. Pursuant to Department Order No. 12, s. 2026, titled *Government Recognition of Private Basic Education Institutions Offering the Senior High School (SHS) Program*, and DepEd-CAR Regional Memorandum 672 S. 2026, dated September 1, 2026, titled *Establishment of the DepEd-CAR Monitoring, Evaluation, and Inspection Team (MEIT)*, the Schools Division Office of Baguio City hereby establishes its Monitoring, Evaluation, and Inspection Team (MEIT) to support the validation of applications for government recognition of SHS programs.
2. The MEIT shall assist in the monitoring, evaluation, and ocular inspection of Private SHS applicants to validate compliance with the mandatory documentary requirements and DepEd-prescribed standards, in accordance with Section VII.C of Department Order No. 12, s. 2026.
3. The Composition of MEIT shall be as follows:

Office/Division	Designated Representative
Schools Governance and Operations Division (SGOD)	Nino M. Tibangay – CES
Curriculum Implementation Division (CID)	Francisco Copsiyan – EPS, SHS Focal
	Mary Jane N. Malihod – EPS, SHS TLE/TECHVOC Focal
	Marilyn S. Api-it – EPS – Private School In-charge
SGOD-SMME- Private School	Arlani B. Buccat - EPS II
LRPO	Jerry M. Ymson – EPS
Learning Resources (LR)	Loida C. Mangangay – EPS
DRRM	Cliftone K. Bangse-il – PDO II
Education Facilities Section	Engr. Jordan B. Gas-ib – Engineer III

5. The participation of the Regional Office Quality Assurance Division (QAD) and the SDO Schools Governance and Operations Division (SGOD) shall be mandatory for each inspection. The MEIT shall consist of three (3) to seven (7) members, including at least one (1) authorized representative from the Regional Office and at least two (2) authorized representatives from the Schools Division Office, as provided under the cited Department Order.
6. The MEIT shall undertake the following functions:
 - a. validate the compliance of private SHS applicants with the prescribed documentary requirements;
 - b. participate in ocular inspections to assess compliance with DepEd standards;
 - c. assist in the evaluation and verification of submitted documents and other requirements; and
 - d. submit inspection findings and recommendations through the appropriate channels.
7. For inquiries and clarifications, concerned personnel may coordinate with the SGOD-SMME Unit, through **Arlani B. Buccat, EPS II, SMME- PRIVATE SCHOOL Focal Person**, at telephone number **074-4466738**.
8. Immediate dissemination of and strict compliance with this Memorandum is desired

SORAYA T. FACULO PhD, CESO V
Schools Division Superintendent