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

DepED DIVISION OFFICE BAGUIO CITY
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November 3, 2026

DIVISION MEMORANDUM
No. 754-2026

CONDUCT OF ASSESSMENT ON THE SENIOR HIGH SCHOOL (SHS) GOVERNMENT RECOGNITION FOR SY 2027–2028

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

1. In reference to **DepEd Order No. 012, s. 2026**, titled Government Recognition of Private Basic Education Institutions Offering the Senior High School (SHS) Program; DepEd-CAR Regional Memorandum No. 672, s. 2026, titled Establishment of the DepEd-CAR Monitoring, Evaluation, and Inspection Team (MEIT); and Division Memorandum No. 616, s. 2026, titled Establishment of the SDO Baguio City Monitoring, Evaluation, and Inspection Team (MEIT) for Senior High School Program Recognition, the Schools Division Office of Baguio City, through its Division MEIT, shall conduct the assessment of private schools applying for SHS Government Recognition on **November 10–13, 2026**.

2. The assessment shall cover the eight (8) evaluation areas prescribed under DepEd Order No. 012, s. 2026, Annex I – Evaluation Tool, with the following assigned MEIT members:

Evaluation Areas	**Assigned MEIT Members**
A. Curriculum and Teaching	Francisco C. Copsiyan, Marilyn S. Api-it, and Mary Jane N. Malihod
B. Work Immersion and Field Experience	Francisco C. Copsiyan, Marilyn S. Api-it, and Mary Jane N. Malihod
C. Leadership and Management	Chief Niño M. Tibangay, Asuncion Saguid and Arlani B. Buccat
D. School Site and Facilities	Engr. Jordan Gas-ib
Specific Validation: Library/Instructional Media Center (IMC)	Loida C. Mangangey

E. Learner Support	Jerry C. Ymson
F. Planning and Development	Olivia O. Gomez
G. Faculty	Arlani B. Buccat and Asuncion C. Saguid
H. Budget and Finance	Arlani B. Buccat and Asuncion C. Saguid

3. The assessment shall involve the review and validation of the school's submitted documentary requirements and corresponding Means of Verification (MOVs), as well as the actual condition and implementation of its programs, systems, facilities, and services. The MEIT shall utilize the prescribed Evaluation Tool to determine the school's compliance with the standards and requirements for Government Recognition.

4. In this regard, concerned school heads and administrators are directed to:
a. Ensure that all documentary requirements and corresponding MOVs are complete, properly organized, and readily available for verification;
b. Make the necessary school facilities, offices, classrooms, laboratories, Library/IMC, and other relevant areas accessible to the assessment team;
c. Ensure the availability of concerned school personnel who may be requested for interviews, clarifications, and validation; and
d. Extend full cooperation and assistance to the MEIT during the conduct of the assessment.

5. All MEIT members are enjoined to perform their respective assignments in accordance with the prescribed evaluation standards and to ensure the proper documentation and consolidation of assessment findings, observations, and recommendations.

6. For inquiries and clarifications, concerned personnel may coordinate with the SGOD-SMME Section, through **Arlani B. Buccat, EPS II, SMME- PRIVATE SCHOOL Focal Person**, at telephone number **074-4466738**.

7. Immediate dissemination of and strict compliance with this Memorandum are desired.

SORAYA T. FACULO PhD, CESO V
Schools Division Superintendent