



Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY

03 November 2025

DIVISION MEMORANDUM

No. 744, s. 2025

**CONDUCT OF MONITORING OF SCHOOLS ON SAFETY, SANITATION,
AND CLEANLINESS**

**TO: Assistant Schools Division Superintendent
Chief Education Supervisors (CID and SGOD)
Education Program Supervisors
Administrative Officer V
Public Schools District Supervisors
Elementary and Secondary School Heads
This Division**

1. To ensure the effective implementation and sustained compliance of all public schools with established safety, sanitation, and health standards, this office conducts **Monitoring of Schools on Safety, Sanitation, and Cleanliness**.
2. The primary **objective** of this monitoring activity is to thoroughly check the compliance of schools within the Division with mandatory safety, sanitation, and health standards as prescribed by relevant Department Orders and policies.
3. The monitoring activities shall commence on **November 10, 2025**, and shall cover all schools across the **five (5) school districts** of the Division. The detailed schedule and sequence of visits will be coordinated directly by the Team Leader.
4. The Monitoring Team is hereby constituted as follows:

| Role | Name | Designation |
|-----------------------|-------------------------|------------------------------------|
| Team Leader | Mr. Jonathan D. Reluya | PDO II / Division DRRM Coordinator |
| Assistant Team Leader | Dr. Roderick Hamsirani | Medical Officer III |
| Member | Nurse Gwilym C. Elumba | Division Nurse |
| Member | Dr. Glenn E. Mohametano | Dentist II |
| Members | District Nurses | Per District Assignment |

5. The Team shall utilize the **SGOD Unified Monitoring Tool** and other necessary and available assessment tools to gather comprehensive data and observations during the visits.

6. A **Post-Conference** shall be conducted immediately after every visit. The required attendees from the concerned school are the **School Head**, the **Administrative**



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Officer II, and the **Project Development Officer I**. This conference will serve as a venue for discussing findings, providing initial technical assistance, and identifying immediate areas for improvement.

7. All concerned school personnel and district supervisors are enjoined to extend their full support and cooperation to the Monitoring Team to ensure the success of this undertaking.

8. Immediate and wide dissemination of this Memorandum is desired.

JAY S. MONTEALTO, CESO VI
Schools Division Superintendent

