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Republika ng Pilipinas

Kagawaran ng Edukasyon

Tanggapan ng Pangalawang Kalihim

OUA MEMO 00-1121-0145

MEMORANDUM

15 November 2021

For: **Secretary Leonor Magtolis Briones**
Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Principals and School Heads

Subject: **FINAL FIELD INSPECTION REPORT AND**
RECOMMENDATIONS FOR THE READINESS OF SCHOOLS
FOR PILOT IMPLEMENTATION OF LIMITED FACE-TO-FACE
CLASSES

The Office of the Undersecretary for Administration (OUA) submits the final report and recommendations based on the conducted field inspections for the readiness of schools for the pilot implementation of limited face-to-face classes, with inputs from all the schools inspected and additional recommendations.

On September 20, 2021, President Rodrigo Roa Duterte approved the joint proposal of the Department of Education (DepEd) and the Department of Health (DOH) for the conduct of pilot face-to-face classes in 100 public schools and 20 private schools, or a total of 120 schools, nationwide.

Based on the Joint Memorandum Circular (JMC) No. 1 s. 2021, signed by the Secretaries of DepEd and DOH, schools that will be included in the pilot phase must satisfy the following conditions:

1. Should be located in minimal risk areas,
2. Has secured LGU concurrence,
3. Has passed the School Safety Assessment Tool (SSAT), and
4. Has secured parent's consent.

To determine the readiness for the pilot implementation, **ten (10) public elementary schools, two (2) integrated schools, and two (2) secondary schools in Regions I and III**, which are included in the list of eligible schools for the pilot phase, were monitored and validated dated on **08-12 November 2021** by the



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[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)]

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DepEd Central Office led by the Office of the Undersecretary for Administration (OUA). The other participating DepEd CO Offices were the International Cooperation Office (ICO), Education Facilities Division (EFD), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), School Health Division (BLSS-SHD), and Youth Formation Division (BLSS-YFD.)

The School Safety Assessment Tool (SSAT)¹ was used as a monitoring tool for the field visit. The said tool was based on the JMC No. 1 s. 2021.

Below are the results of the field inspection and the recommendations based on the findings.

RESULTS OF THE FIELD INSPECTION

Generally, **all schools validated by the DepEd Central Office (DepEd CO) are prepared** for the pilot implementation of limited face-to-face classes on 15 November 2021, **one week before the opening of classes.**

The participating schools established the major preparations and complied with the standards and indicators stipulated in the School Safety Assessment Tool and JMC No. 1 s. 2021 between DepEd and DOH as validated by the DepEd CO.

Specifically, the following indicators were observed during the field inspection:

A. Physical Facilities

1. Regular disinfection of school facilities is conducted.
2. Proper disposal system is established for used PPEs and other infectious materials.
3. Markers and signages to manage traffic system are present.
4. Open windows and doors are maintained for proper ventilation in the classrooms.
5. Drop off and pick-up points for learners are identified.
6. Isolation facilities/areas are identified and separated.

B. Health and Safety

1. COVID-19 supplies and materials are provided by DepEd MOOE, LGUs, and other partners.
2. Safety and health protocols are established and well-communicated to their respective LGUs.
3. Contingency plan for COVID-19 case resurgence is available.
4. Functional school DRRM team is organized.
5. COVID-19 supplies and materials are sufficient.
6. Sufficient supply of sanitation and disinfection materials are secured.

¹ Based on the School Safety Assessment Tool, DM 71, s. 2021 (Preparations for the Pilot Face-to-Face, Expansion and Transitioning to Normal)



C. Partnership and Linkages

1. Strong partnership between schools and LGUs are established through a MOA prior the implementation of limited face-to-face classes.
2. Consent was secured from parents/guardians who will participate in the limited face-to-face classes.
3. Local resources and support from stakeholders were mobilized to meet the standards of safety and health protocols.

D. Information and Data Management

1. Data are organized and available.
2. Indigenous knowledge and practices for information dissemination and data management are available.
3. IEC materials on health and safety protocols are posted in conspicuous areas.

E. Capacity Building

1. Necessary trainings on contingency planning, Basic Occupational Safety and Health (BOSH), and psychological first aid are provided.
2. Orientation on COVID-19 case management.

F. Curriculum-related

1. LAC sessions are conducted after the webinar.
2. Distribution of 1:1 tablet for learners as learning resources.

While most of the schools are prepared for the upcoming pilot phase, the following were also observed:

1. The seating arrangement in the classrooms did not follow the standards set by the JMC.
2. The teachers may pose risks to the learners as they live outside the community.
3. No COVID-19 testing is conducted.
4. The current health practice affects the indigenous way of living of the community (e.g. testing and vaccination.)



RECOMMENDATIONS

Given the results of the field inspection, the following are recommended for face-to-face expansion and transitioning to the new normal:

REQUIRED HEALTH STANDARDS-RELATED:

1. Compliance to the standard classroom layout and seating arrangement as per DM 71 s. 2021 to avoid unnecessary movement and exposure to elements of school furniture.
2. Consider external factors such as teachers who are non-residents of the community who should go through antigen testing when going home and going back to school.
3. Finance Strand to issue a policy cover for the purchase of testing kits, including the guidelines on testing for DepEd personnel from the DepEd Task Force COVID-19 (DTFC.) Antigen testing is not explicitly stated in both DO 14, s.2020 and OUCOS-OUF-2021-001.
4. Exclude the identified items in the School Safety Assessment Tool (SSAT) tool which are inconsistent in the DTFC issuance, such as utilization of sterile box and air purifier. These must be rectified.

INDIGENOUS PEOPLES-RELATED:

1. Engage Indigenous Peoples Education Office (IPsEO) in the pilot schools having more than 50% of IP learners to facilitate the involvement of the IP community through the customary community leaders to the shared responsibility framework of DepEd and in order to integrate health measures in their local knowledge.
2. Provide guidance on how to customize requirements and protocols for participation in face-to-face for schools in more challenging areas (e.g., no water, several kilometers away from the barangay health center.) These customizations shall provide alternative options in implementing the standards given the context of the school or community. Other challenging conditions that may need to be customized would be schools in conflict-affected areas.
3. Finalize partnership with National Commission on Indigenous Peoples (NCIP) for the issuance of expressed consent via Resolution from the IP Tribal Council for the use of school sites for all schools located in IP areas and/or ancestral domain, as compliance to the required Free and Prior Informed Consent (FPIC.)



PERSONNEL WELFARE-RELATED:

1. Provide dorm facilities for teachers who cannot go home every day.
2. Provide double hazard pay for long/difficult travel plus multi-grade teaching, not just one as both are actually different layers of difficulties.
3. Provide regular load allowances for teachers, especially those in far flung areas, and/or prioritize these areas for satellite/fiber connectivity under the Public Education Network (PEN) program.

SCHOOL MANAGEMENT-RELATED:

1. Establish or create MOOE Equalization Fund for Last Mile Schools and small and far flung schools to enable them to cope with the terrain, communications, structural, and other existing difficulties.
2. Create playset and playgrounds for elementary schools.

PARTNERSHIPS AND LINKAGES-RELATED:

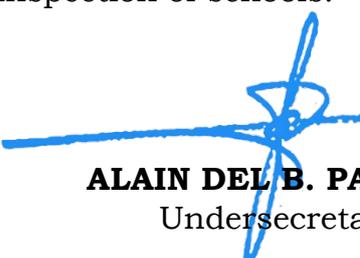
1. Provide basic services such as water, electricity, and health in the Last Mile Schools and IP schools in far flung areas.
2. Establish strong coordination with local government units for easy communication and coordination.

EXECOM AND MANCOM-RELATED:

1. Members of the Execom and Mancom, especially CO-based Directors and Division Chiefs, are encouraged to visit LMS and schools in far flung areas in order to grasp the concrete conditions in the countryside for improvement and betterment of policies and programs for DepEd teachers and personnel, for learners, parents, and the school community. Quarterly visits are highly recommended, if not monthly.

For the assessment for each school, attached are **Annex A** for the summary of assessment each school validated by the DepEd CO, and **Annex B** for the list of participating DepEd CO Offices in the field inspection of schools.

For information and consideration.


ALAIN DEL B. PASCUA
Undersecretary



Annex A

**SUMMARY OF FIELD INSPECTION PER SCHOOL FOR THE
PILOT IMPLEMENTATION OF LIMITED FACE-TO-FACE CLASSES**

REGION	DIVISION	SCHOOL NAME	SCHOOL ID	OBSERVATIONS		
				CHECKLIST TOTAL RATING*	POSITIVE REMARK	OPPORTUNITY FOR IMPROVEMENT
I	Ilocos Norte	ALAO-AO ES	100044	47/47	<ul style="list-style-type: none"> Regular disinfection of school facilities is conducted Waste disposal system is established and applied Partnerships with LGUs, parents and other stakeholders are established 1:1 SLMs are provided to learners Safety protocol mechanisms are established 	<ul style="list-style-type: none"> No COVID-19 testing is administered for teachers Classroom layout and structure are not followed
I	Ilocos Norte	DUMALNEG ES	100050	46/47	<ul style="list-style-type: none"> Waste segregation is implemented properly Communication is established with the Barangay Officials COVID-19 supplies and equipment are available Safety and health protocol are followed COVID-19 IEC materials are posted and properly communicated School DRRM team is organized and functional Child-friendly space is identified 	<ul style="list-style-type: none"> Classroom layout and structure are not followed



REGION	DIVISION	SCHOOL NAME	SCHOOL ID	OBSERVATIONS		
				CHECKLIST TOTAL RATING*	POSITIVE REMARK	OPPORTUNITY FOR IMPROVEMENT
I	Ilocos Norte	PADAGGAN ES	100054	47/47	<ul style="list-style-type: none"> Waste segregation is implemented IEC materials are posted and disseminated properly Local knowledge is utilized in information dissemination Strong community support is evident School DRRM team is organized 	<ul style="list-style-type: none"> No COVID-19 testing is administered for teachers
I	Ilocos Norte	SAN ISIDRO ES	100055	46/47	<ul style="list-style-type: none"> Partnership with LGUs is established COVID-19 supplies and equipment are sufficient School DRRM team is organized and functional COVID-19 IEC materials are posted COVID-19 isolation facilities are identified and separated Signages and markers have been established 	<ul style="list-style-type: none"> No COVID-19 testing is administered for teachers Limited access to online trainings
I	Ilocos Norte	DUMALNEG NHS	300017	46/47	<ul style="list-style-type: none"> Segregation of waste materials is practiced Disinfection is conducted Partnership has been established with LGUs IEC materials on COVID-19 	<ul style="list-style-type: none"> No COVID-19 testing is administered for teachers



REGION	DIVISION	SCHOOL NAME	SCHOOL ID	OBSERVATIONS		
				CHECKLIST TOTAL RATING*	POSITIVE REMARK	OPPORTUNITY FOR IMPROVEMENT
					<ul style="list-style-type: none"> have been posted Parents and other stakeholders are oriented on face-to-face classes School facilities caters the needs of learners with disabilities 	
I	Alaminos City	LONGOS ES	107998	43/47	<ul style="list-style-type: none"> Technology is used in the safe entrance and exit procedures for teachers, learners, and other school visitors COVID-19 related files are fully documented Partnerships with LGUs and communities are mobilized 	<ul style="list-style-type: none"> Clean water source is not available No COVID-19 testing is administered for teachers
I	Alaminos City	100 ISLAND COWBOY CHRISTIAN LEARNING CENTER, INC.	496507	44/47	<ul style="list-style-type: none"> Partnerships with LGUs and communities are mobilized Facilities are sound and safe 	<ul style="list-style-type: none"> Teachers are not yet trained on different COVID-19 related trainings Classrooms are not well ventilated Ensure water supply anytime during school hours School clinic is not strategically located No isolation room Lack of support staff for safety and security IEC materials on COVID-19 are not sufficient



REGION	DIVISION	SCHOOL NAME	SCHOOL ID	OBSERVATIONS		
				CHECKLIST TOTAL RATING*	POSITIVE REMARK	OPPORTUNITY FOR IMPROVEMENT
						<ul style="list-style-type: none"> No COVID-19 capacity building activities conducted
III	Zambales	MAGUISGUIS INTEGRATED SCHOOL	500479	33/47	<ul style="list-style-type: none"> Has strong coordination with LGU Has isolation facility from barangay Antigen test for teachers is provided by LGU Support from parents is established Solar panels for electricity are used 	<ul style="list-style-type: none"> No water supply No network coverage
III	Zambales	PALIS ELEMENTARY SCHOOL	281503	39/47	<ul style="list-style-type: none"> Involvement of tribal chieftain and tribe in decision making Solar powered facilities Disinfection every after class Close coordination with health workers is established With first aid trainings With fully vaccinated teachers Supportive PTA officers & church organizations 	<ul style="list-style-type: none"> No network coverage No standard school bldg. (at present utilizes DIWA bldg. converted to 4 CL) Request for two-way radio for teachers (at the meantime borrows from barangay)
III	Zambales	NACOLCOL INTEGRATED SCHOOL	501223	39/47	<ul style="list-style-type: none"> Home visit due to non-network coverage COVID 19 supplies are available from Division office 	<ul style="list-style-type: none"> Coordination with LGU is not yet established (on-going) Some parents did not give consent



REGION	DIVISION	SCHOOL NAME	SCHOOL ID	OBSERVATIONS		
				CHECKLIST TOTAL RATING*	POSITIVE REMARK	OPPORTUNITY FOR IMPROVEMENT
					and MOOE	<ul style="list-style-type: none"> Not all teachers are fully vaccinated Lacking IEC materials No proper disposal of PPE
III	Zambales	MORAZA ELEMENTARY SCHOOL	281505	32/47	<ul style="list-style-type: none"> Simulation exercises for face-to-face classes are conducted With COVID-19 IEC materials With COVID-19 supplies and equipment With Solar Panel Orientation on MELC is conducted Home Visitations are conducted 	<ul style="list-style-type: none"> Lack of alcohol supply No network Coverage
III	Zambales	BURGOS ELEMENTARY SCHOOL	160523	47/47	<ul style="list-style-type: none"> Home visits are conducted SLAC sessions are conducted 	<ul style="list-style-type: none"> School Clinic to be set up No network coverage
III	Zambales	BELBEL ELEMENTARY SCHOOL	281504	32/47	<ul style="list-style-type: none"> Supported by LGU Conducted simulations with LGU With COVID 19 IEC materials School head provided mentoring and coaching 	<ul style="list-style-type: none"> No network Coverage No contingency plan
III	Zambales	BALIWET ELEMENTARY SCHOOL	106943	47/47	<ul style="list-style-type: none"> Has strong support from LGU and other organization Coordinated with Barangay health center With sufficient PPE supplies 	<ul style="list-style-type: none"> Has limited number of classrooms



REGION	DIVISION	SCHOOL NAME	SCHOOL ID	OBSERVATIONS		
				CHECKLIST TOTAL RATING*	POSITIVE REMARK	OPPORTUNITY FOR IMPROVEMENT
					e.g masks, shield <ul style="list-style-type: none"> With presence of hotline numbers 	
III	Zambales	SAN MARCELINO NHS	301030		<ul style="list-style-type: none"> Markers and signages are present in the school vicinity IEC materials are posted for information campaign With isolation facility 	<ul style="list-style-type: none"> The seating arrangement does not follow the standard design of classroom layout and structure for face-to-face set up



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Annex B

LIST OF PARTICIPATING DEPED CO OFFICES IN THE FIELD INSPECTION FOR THE PILOT IMPLEMENTATION OF LIMITED FACE-TO-FACE CLASSES 08-12 November 2021

1. Office of the Undersecretary for Administration (OUA)
2. International Cooperation Office (ICO)
3. Education Facilities Division (EFD)
4. Disaster Risk Reduction and Management Service (DRRMS)
5. Bureau of Learning Support Services (BLSS)
6. School Health Division (SHD)
7. Youth Formation Division (YFD)



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