



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
Schools Division of Cebu Province

**Office of the Schools Division  
Superintendent**

**October 19, 2021**

**DIVISION MEMORANDUM**

No. 444, s. 2021

**ACCOUNTABILITY MAP FOR THE PREPARATIONS FOR THE  
IMPLEMENTATION OF THE LIMITED FACE-TO-FACE  
LEARNING MODALITY**

**To:** Assistant Schools Division Superintendents  
Chief Education Supervisors  
Public Schools District Supervisors/District-in-Charge  
Elementary/Secondary School Heads

**1.** The Office hereby disseminates the field about **DepEd Memorandum No. 072, s. 2021 dated 18 October 2021 Re: "Accountability Map for the Preparation for the Implementation of the Limited Face-to-Face Learning Modality"** as herein attached.

**2.** For the information and guidance of all concerned.

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Schools Division Superintendent

sds/sgod/vay/2021



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Republic of the Philippines  
**Department of Education**

18 OCT 2021

DepEd MEMORANDUM  
No. **072**, s. 2021

**ACCOUNTABILITY MAP FOR THE PREPARATIONS FOR THE IMPLEMENTATION  
OF THE LIMITED FACE-TO-FACE LEARNING MODALITY**

To: Undersecretaries  
Assistant Secretaries  
Bureau and Service Directors  
Division Chiefs  
All Others Concerned

1. In line with the upcoming implementation of limited face-to-face (F2F) learning modality, the Department hereby directs the following Central Office (CO) bureaus and services to operationalize the Department of Education (DepEd)-Department of Health (DOH) Joint Memorandum Circular (JMC) No. 01, s. 2021 titled **Operational Guidelines on the Implementation of Limited Face-to-Face Learning Modality** through providing appropriate support to the participating schools. The following roles and responsibilities of bureaus and services shall facilitate the transition to the new normal—from pilot implementation to the expansion of F2F classes.
2. All offices, as well as development partners, are directed to coordinate with DepEd CO bureaus and services and concerned DepEd regional office (RO) or schools division office (SDO) relative to the conduct of activities related to the implementation of limited F2F classes.
3. Below are the specific support and preparations from the bureaus and services in line with the aforementioned JMC:

BUREAU/SERVICE/DIVISION	PREPARATIONS
Office of the Undersecretary and Chief of Staff	<ul style="list-style-type: none"><li>• Lead the preparations for the implementation of the Pilot Implementation of Limited F2F classes</li><li>• Closely coordinate with DOH to address arising issues in the preparations for the pilot implementation</li><li>• Coordinate with the Department of Interior and Local Government (DILG) regarding the partnership with concerned local government units (LGUs) in the conduct of pilot implementation</li><li>• Closely coordinate with DOH on the risk assessment levels of the participating areas</li><li>• Facilitate internal coordination with DepEd Pilot F2F Composite Team and other concerned offices</li></ul>

Office of the Undersecretary for Field Operations	<ul style="list-style-type: none"> <li>• Coordinate with concerned ROs and SDOs regarding concerns on the preparations for pilot implementation. This includes convening RO and SDO composite teams to discuss implementation status</li> <li>• Provide guidance to field offices in addressing preparation and implementation issues</li> <li>• Coordinate with LGUs to facilitate securing of support for participating schools</li> </ul>
Office of the Undersecretary for Finance	<ul style="list-style-type: none"> <li>• Facilitate the release of available funds for the implementation of limited F2F classes</li> <li>• Secure funding to augment resource needs for the preparation and implementation of limited F2F classes</li> </ul>
Bureau of Learning Delivery (BLD)	<ul style="list-style-type: none"> <li>• Provide capacity building activities and technical assistance in preparing for blended learning modality such as but not limited to preparation of class program, blended learning strategies, formative, and summative assessment, among others</li> <li>• Provide guidance in addressing issues and challenges in teaching and learning delivery during the F2F classes</li> </ul>
Bureau of Learning Resources (BLR)	<ul style="list-style-type: none"> <li>• Review the appropriateness of learning materials for F2F and distance learning modalities during the pilot implementation</li> <li>• Facilitate the provision of appropriate learning materials for the F2F classes</li> </ul>
Indigenous Peoples (IP) Education Office (IPSeO)	<ul style="list-style-type: none"> <li>• Provide support to identified CO offices in formulating mechanisms and processes that are culturally appropriate to IP communities for the initiative</li> <li>• Provide technical assistance to Regional and Division IPEd Focal Persons in the preparation and conduct of the Free, Prior, and Informed Consent (FPIC) process</li> <li>• Coordinate with NCIP at the national level about the initiative and the FPIC process</li> </ul>
National Educators Academy of the Philippines (NEAP)	<ul style="list-style-type: none"> <li>• Facilitate the provision of training and capacity building activities for teachers and school personnel in line with the standards set by BLD on blended learning</li> </ul>
Bureau of Human Resource and Organizational Development (BHROD)	<ul style="list-style-type: none"> <li>• Provide technical assistance on concerns regarding Alternative Work Arrangement (AWA) during the F2F pilot implementation</li> <li>• Provide assistance in hiring Learning Support Aides (LSAs)</li> <li>• Provide guidance and technical assistance on the support to employee welfare needed by teaching and non-teaching staff of participating schools</li> </ul>

	<ul style="list-style-type: none"> <li>Facilitate coordination matters with the Philippine Health Insurance Company (PhilHealth) about health claims and benefits</li> </ul>
Bureau of Learner Support Services (BLSS)	<ul style="list-style-type: none"> <li>Coordinate with relevant CO offices to ensure that health and safety protocols are appropriately embedded in mechanisms during the conduct of F2F pilot implementation</li> <li>Provide capacity building and technical assistance on health and safety protocols in coordination with DOH</li> <li>Coordinate with DOH on the immunization programs for learners to support our schools in vaccinating our learners against other diseases</li> <li>Facilitate the acceleration of the vaccination of teachers and other vaccination-related concerns</li> </ul>
Disaster Risk Reduction and Management Service (DRRMS)	<ul style="list-style-type: none"> <li>Provide trainings necessary to operationalize the health and safety protocols such as, but not limited to the following: contingency planning, Basic Occupational Safety and Health (BOSH), mental health and psychosocial support (MHPSS) and psychological first aid (PFA) to focal persons of schools</li> <li>Coordinate with DRRM Focal Persons in the concerned ROs and SDOs to ensure that Schools DRRM Teams are organized</li> </ul>
Planning Service (PS)	<ul style="list-style-type: none"> <li>Prepare monitoring and evaluation (M&amp;E) plan to assess the pilot implementation</li> <li>Coordinate with key DepEd offices and stakeholders in finalizing the M&amp;E plan</li> <li>Maintain the database of the SSAT results of the participating schools</li> <li>Serve as the overall technical secretariat</li> </ul>
Administrative Service (AS)	<ul style="list-style-type: none"> <li>Provide technical assistance on setting up the classroom to ensure physical distancing</li> <li>Provide guidance and technical assistance on maximizing open air areas within the school if classrooms do not have adequate space</li> <li>Provide technical assistance on ensuring the construction and setting up of water, sanitation, and hygiene (WASH) facilities based on the standards set by BLSS-SHD</li> <li>Provide technical assistance on heating, ventilation, and air conditioning (HVAC) systems in coordination with BLSS-SHD and DOH for the HVAC standards</li> </ul>
Public Affairs Service (PAS)	<ul style="list-style-type: none"> <li>Develop information, education, and communication (IEC) materials on F2F and health and safety protocols</li> <li>Coordinate with DOH on the relevant and updated advocacy campaigns on preventing COVID-19 such as vaccination</li> </ul>

	<p>and health and safety standards, among others</p> <ul style="list-style-type: none"> <li>• Provide access to RO and SDO on IEC materials on F2F and health and safety protocols</li> </ul>
External Partnerships Service (EPS)	<ul style="list-style-type: none"> <li>• Spearhead the resource mobilization and management of support for participating schools and field offices</li> <li>• Provide technical assistance to ROs and SDOs on partnerships based on the requirements of the F2F pilot implementation</li> <li>• Link schools with partners/organizations, which are willing to support the pilot implementation based on the needs of the schools</li> <li>• Facilitate the regular status reporting of support for participating schools and field offices</li> </ul>
Private Education Office (PEO)	<ul style="list-style-type: none"> <li>• Serve as the overall in-charge for the preparations of private schools</li> <li>• Coordinate with private schools organizations regarding the participation of selected private schools in the pilot implementation</li> <li>• Establish communication lines and monitor issues and challenges experienced by private schools in their participation in the limited F2F classes</li> </ul>
Information and Communication Technology Service (ICTS)	<ul style="list-style-type: none"> <li>• Provide appropriate technology and connectivity support to participating schools</li> <li>• Provide technical assistance to facilitate information dissemination and data collection and management</li> </ul>

4. For clarifications and inquiries, please contact the **Planning Service-Office of the Director**, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at [ps.od@deped.gov.ph](mailto:ps.od@deped.gov.ph).

5. Immediate dissemination of this Memorandum is desired.



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**LEONOR MAGTOLIS BRIONES**  
 Secretary

Reference: DepEd-DOH Joint Memorandum Circular (No. 01, s. 2021)

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

CLASSES  
 OFFICIALS

SCHOOLS  
 TEACHERS