



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
SCHOOLS DIVISION OF MISAMIS ORIENTAL

**Office of the Schools Division
Superintendent**

April 20, 2023

DIVISION MEMORANDUM

No. 249 s. 2023

CONDUCT OF END-OF-SCHOOL-YEAR RITES FOR SCHOOL YEAR 2022-2023

To: Assistant Schools Division Superintendent
Chief Education Supervisor for SGOD and CID
Education Program Supervisors and Specialists
Public Schools District Supervisors
Public and Private Elementary and Secondary School Heads including SUC
All Others Concerned

1. All Public and Private Elementary and Secondary Schools are hereby informed of the new guidelines in the annual conduct of EOSY rites through the issuance of the enclosed DepEd Order No. 009, s.2023 entitled An Order Updating the Multi-Year Implementing Guidelines on the Conduct of the K to 12 Basic Education Program End-of-School-Year Rites.

2. For this School Year, the schedule of the EOSY Rites will be on July 10-14, 2023. The EOSY rites shall focus on the theme: **Gradweyt ng K to 12: Hinubog ng Matatag na Edukasyon (K to 12 Graduates: Molded through a Resilient Educational Foundation)**. The activity serves to commemorate the fruits of the collective effort of the whole school community to provide learners with a holistic preparation to pursue higher education, entrepreneurship, middle level skills development or employment with increased chance of success. Moreover, these rites are solemn ceremonies of acknowledging learners who have successfully met, or even exceeded curricular requirements, and mark the transition to subsequent stages and specific milestones of the basic education program.

3. All Public and Private Schools shall implement the annual full in-person conduct of the following K to 12 Basic Education Program End-of-School-Year (EOSY) Rites:

Grade Level Completers	Completers	Proof of Completion
Kindergarten	Moving Up	Kindergarten Certificate
Grade 6	Graduation	Elementary Certificate
Grade 10	Moving Up	Junior High School Certificate
Grade 12 learners from a) Schools with DepEd Approved K to 12 transition plans	Graduation	Senior High School Diploma



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Email: misamis.oriental@deped.gov.ph

b) Schools with permit to operate Senior High School since 2014		
c) International schools with K to 12 Program		

4. In the annual conduct of full-in person rites, observance of physical distancing shall no longer be mandatory.

5. The DepEd reiterates the following policies:

- a) Graduation and Moving Up Ceremonies should be simple yet meaningful. While these rites mark a milestone in the lives of the learners, these should be conducted without excessive spending, extravagant attire, or extraordinary venue.
- b) Non-academic projects articulated in DO No. 66, 2017, entitles Implementing Guidelines on the Conduct of Off-Campus Activities such as attendance to field trips, film showing, JS Promenade and other school events should not be imposed as requirements for graduation or completion.
- c) The format of the certificate of completion and diploma must be in accordance with Enclosure 1, pages 44 to 46 of **DO No. 31, s. 2019, entitled The Department of Education Service Marks and Visual Identify Manual.**

For private elementary and secondary schools, technical and vocational institutions (TVIs), and higher education institutions (HEIs) including state universities and colleges	The use of the enclosed completion certificate and diploma template is optional. The signature of the school head is required, while the signature of the Schools Division Superintendent is not required.
For public and secondary schools	The use of the cited completion certificate and diploma templates is required.

- d) Guidelines on awarding of honors to learners from Grade 1 to 12 as stipulated in **DO No. 36, s. 2016, entitled Policy Guidelines on Awards and Recognition for the K to 12 Basic Education Program shall be followed.**
- e) Moving up or graduating rites shall be conducted in an appropriate solemn ceremony befitting the graduating students and their family and not be used as a political forum, in strict compliance **with DO No. 48, s. 2018 entitled Prohibition of Electioneering and Partisan Political Activity.**
- f) No Deped personnel shall be allowed to collect any kind of contribution or graduation/moving up fee. For Public schools, expenses relative to the activity shall be charged against the School's



MOOE. For ALS, expenses to be incurred for the conduct of the activity may be charged to the CY 2023 ALS Program Support Funds.

- g) Casual or formal wear, or school uniform, shall remain as the recommended moving up/graduation attire. Toga or *sablay* is allowed to be worn as an additional garb.

6. The suggested flow of the program, and script is attached to this Memorandum. School Heads and teachers are hereby advised to follow the script, although minor modifications may be allowed as you see fit;

- a) Enclosure 1: Program and Script for Junior High School Moving Up Ceremony (Kindergarten Moving-Up Ceremony may be patterned after the JHS Ceremony)
- b) Enclosure 2: Program and Script for Elementary and Senior High School Graduation Rites
- c) Enclosure 3: Schedule of Graduation and Completion Ceremony and Assigned Confirming Officers
- d) Enclosure 4 : Stage backdrop tarpaulin design, soft copy of the designed can be downloaded through bit.ly/misorEOSY2023rites

7. Expenses to be incurred for the school graduation (reproduction and printing of certificates, medals, ribbons, etc) shall be charged against the School MOOE and/or local funds subject to budgeting, accounting, auditing guidelines, rules and regulations. Total amount of expenditures relative to this activity shall not be more than the budget threshold of P250.00 per graduating learner.

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



EDILBERTO L. OPLENARIA EdD, CESO V
Schools Division Superintendent

SGOD, ELG





Republika ng Pilipinas

Department of Education

MAR 28 2023


DepEd ORDER
No. **009**, s. 2023

AN ORDER UPDATING THE MULTI-YEAR IMPLEMENTING GUIDELINES ON THE CONDUCT OF THE K TO 12 BASIC EDUCATION PROGRAM END-OF-SCHOOL-YEAR RITES

To : Undersecretaries
Assistant Secretaries
Minister, Basic, Higher, and Technical Education, BARMM
Bureau, Service and Regional Directors
Schools Division/City Superintendents
Public Elementary and Secondary School Heads
All Others Concerned

1. The Department of Education (DepEd) issues the enclosed **"An Order Updating the Implementing Guidelines on the Conduct of the K to 12 Basic Education Program End-of-School-Year (EOSY) Rites"** as an amendment to and reissuance of DepEd Order (DO) 2, s. 2020, entitled **Multi-Year Implementing Guidelines on the Conduct of the K to 12 Basic Education Program End-of-School-Year Rites**, which provides guidance to both public and private elementary and secondary schools nationwide in the annual conduct of EOSY rites.
2. In the annual conduct of full in-person EOSY rites, observance of physical distancing and wearing of face mask shall not be mandatory.
3. As stipulated in DO 34, s. 2022, entitled *School Calendar and Activities for the School Year 2022-2023*, the classes shall formally end on July 07, 2023. Each school has the discretion to elect the date for the holding of this year's rites **not earlier than July 10 and not later than July 14, 2023**. Private schools that started earlier and public and private schools with an extended school year due to unforeseen circumstances shall be guided by their approved revised school calendar.
4. For this School Year 2022-2023, the EOSY rites shall focus on the theme: **Gradweyt ng K to 12: Hinubog ng Matatag na Edukasyon (K to 12 Graduates: Molded through a Resilient Educational Foundation)**, which emphasizes that graduation is not only a celebratory milestone but also a symbol of resilience, agency, and grit of Filipino learners honed by a solid basic education system that is responsive to the changing needs of time. Further, it highlights that every learner's achievement mirrors an education that succeeds amid all difficulties.
5. The subsequent annual themes for these ceremonies shall be published in a DepEd Memorandum.

6. The DepEd reiterates the following policies:
 - a. **Discouraging excessive spending, extravagant attire, or extraordinary venue for the conduct of Graduation and Moving Up Ceremonies;**
 - b. **DO No. 66, s. 2017, entitled *Implementing Guidelines on the Conduct of Off-Campus Activities*;**
 - c. **DO No. 31, s. 2019, entitled *The Department of Education Service Marks and Visual Identity Manual (Enclosure 1, pages 44-46)*;**
 - d. **DO No. 36, s. 2016, entitled *Policy Guidelines on Awards and Recognition for the K to 12 Basic Education Program*;**
 - e. **DO No. 48, s. 2018, entitled *Prohibition of Electioneering and Partisan Political Activity*; and**
 - f. **Prohibiting any DepEd personnel to collect any kind of contribution or graduation/moving up fee.**
7. Private Schools, Higher Education Institutions (HEIs), Technical Vocational Institutions (TVIs), State Universities and Colleges (SUCs), and Local Universities and Colleges (LUCs) offering basic education or any grade levels thereof, may opt to adopt the provisions of this DO as basis in the conduct of their moving up/graduation ceremonies.
8. This Order shall take effect immediately upon its approval and shall remain in force and in effect for the duration of the K-to-12 Basic Education Program, unless sooner repealed, amended or rescinded. Certified copies of this Order shall be filed with the University of the Philippines Law Center-Office of the National Administrative Register (UPLC-ONAR), UP Diliman, Quezon City.
9. All DepEd Orders, Memoranda, and other related issuances, rules, regulations and provisions which are inconsistent with these guidelines are hereby repealed, rescinded, or modified accordingly.
10. Immediate dissemination of and strict compliance with this Order is directed.


SARA Z. DUTERTE
Vice President of the Republic of the Philippines
Secretary of the Department of Education

Encls:
As stated

References:
As stated

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





UPDATED IMPLEMENTING GUIDELINES ON THE ANNUAL CONDUCT OF THE K TO 12 BASIC EDUCATION PROGRAM END-OF-SCHOOL-YEAR RITES

I. Rationale

Through the MATATAG: Bansang Makabata, Batang Makabansa Agenda, the Department of Education (DepEd) pledged to be matatag for and with our learners, educators, partners, and stakeholders in establishing a nation that values its youth, and a Filipino youth that values its nation. In alignment with this framework, the DepEd shall continually improve the K to 12 Basic Education Program to achieve its mission, as provided for in DepEd Order (DO) No. 21, s. 2019, to strengthen the values of the Filipino people, develop a strong sense of nationalism, develop productive citizens who contribute to the building of a progressive, just, and humane society, ensure environmental sustainability, and cultivate global partnerships for development.

The annual conduct of the K to 12 Basic Education Program End-Of-School-Year (EOSY) Rites serves to commemorate the fruits of the collective effort of the whole school community to provide learners with a holistic preparation to pursue higher education, entrepreneurship, middle level skills development or employment with increased chance of success. Moreover, these rites are solemn ceremonies of acknowledging learners who have successfully met, or even exceeded curricular requirements, and mark the transition to subsequent stages and specific milestones of the basic education program.

In order to provide guidelines on the annual implementation of the conduct of the EOSY Rites, the DepEd issued DO 2, s. 2020, entitled "*Multi-Year Implementing Guidelines on the Conduct of the K to 12 Basic Education Program End-of-School-Year Rites*". However, in light of the recent developments and policy adjustments, the DepEd issues this Order to update the guidelines on the implementation of the K to 12 Basic Education Program End-Of-School-Year-Rites. The DepEd moves to allow and encourage the full face-to-face conduct of the moving up and graduation ceremonies starting this school year 2022-2023. Further, the observance of physical distancing and wearing of face mask is no longer mandatory

II. Scope

This policy shall be the DepEd's standing policy in providing guidance in the annual conduct of the K to 12 end-of-school-year rites, and shall be applicable to both public and private elementary and secondary schools nationwide.

III. Policy Statement

This DepEd Order provides the updated procedures for conducting moving up and graduation ceremonies for Kindergarten, Grade 6, Grade 10, and Grade 12 learners who fulfilled the curriculum requirements at the end of the school year.

IV. Procedures

1. The DepEd shall implement the annual full face-to-face conduct of the following **K to 12 Basic Education Program End-of-School-Year (EOSY) Rites**:

Grade Level Completers	Completers	Proof of Completion
Kindergarten	Moving Up	Kindergarten Certificate
Grade 6	Graduation	Elementary Certificate
Grade 10	Moving Up	Junior High School Certificate
Grade 12 learners from a. Schools with DepEd-approved K to 12 transition plans b. Schools with permit to operate Senior High School since 2014 c. International schools with K to 12 Program	Graduation	Senior High School Diploma

2. In the annual conduct of full in-person EOSY rites, observance of physical distancing shall no longer be mandatory.
3. The wearing of face mask during the ceremonies is not required and shall be left to the discretion of the learners and their parents.
4. The subsequent annual themes for these ceremonies shall be published in a DepEd Memorandum.
5. The DepEd reiterates the following policies:
 - a. Graduation and Moving Up Ceremonies should be simple yet meaningful. While these rites mark a milestone in the lives of the learners, these should be conducted without excessive spending, extravagant attire, or extraordinary venue.
 - b. Non-academic projects articulated in DO No. 66, s. 2017, entitled **Implementing Guidelines on the Conduct of Off-Campus Activities** such as attendance to field trips, film showing, JS Promenade and other school events should not be imposed as requirements for graduation or completion.
 - c. The format of the certificate of completion and diploma must be in accordance with Enclosure 1, pages 44 to 46 of DO No. 31, s. 2019, entitled **The Department of Education Service Marks and Visual Identity Manual**.

For private elementary and secondary schools, technical and	The use of the enclosed completion certificate and diploma template is
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vocational institutions (TVIs), and higher education institutions (HEIs) including state universities and colleges (SUCs) and local universities and colleges (LUCs)	optional. The signature of the school head is required, while the signature of the Schools Division Superintendent is not required.
For public elementary and secondary schools	The use of the cited completion certificate and diploma templates is required.

- d. Guidelines on awarding of honors to learners from Grade 1 to 12 as stipulated in DO No. 36, s. 2016, entitled ***Policy Guidelines on Awards and Recognition for the K to 12 Basic Education Program*** shall be followed.
- e. Moving up or graduating rites shall be conducted in an appropriate solemn ceremony befitting the graduating students and their family and shall not be used as a political forum, in strict compliance with DO No. 48, s. 2018 entitled ***Prohibition of Electioneering and Partisan Political Activity***.
- f. No DepEd personnel shall be allowed to collect any kind of contribution or graduation/moving up fee.

6. **For Public Schools**

Expenses relative to the activity shall be charged against the school's Maintenance and Other Operating Expenses (MOOE). For the Alternative Learning System (ALS), expenses to be incurred for the conduct of the activity may be charged to the Calendar Year 2023 ALS Program Support Funds.

7. **For Private Schools, Higher Education Institutions (HEIs), Technical Vocational Institutions (TVIs), State Universities and Colleges (SUCs), and Local Universities and Colleges (LUCs)**

Private schools, HEIs, TVIs, SUCs, and LUCs offering basic education or any grade levels thereof, may opt to adopt the provisions of this DO as basis in the conduct of their moving up/graduation ceremonies.

8. Casual or formal wear, or school uniform, shall remain as the recommended moving up/graduation attire. Toga or *sablay* is allowed to be worn as an additional garb.

V. **Monitoring and Evaluation**

The School Heads shall be primarily responsible for supervising the implementation of this policy in their schools, ensuring that the provisions are communicated to all concerned stakeholders in the school community.

The Regional Offices and Schools Division Offices shall monitor the compliances of schools with this Order.

Feedback shall be submitted to the DepEd, through the **Office of the Director IV** of the **Bureau of Learning Delivery (BLD)**, to be used in evaluating the policy for continuous improvement of its design and implementation. The Office of the Director IV of the BLD may be reached through email at bld.od@deped.gov.ph or at telephone numbers 8637-4346 and 8637-4347.

VI. Effectivity/Transitory Provisions

This Order shall take effect immediately upon its approval and shall remain in force and in effect for the duration of the K-to-12 Basic Education Program, unless sooner repealed, amended or rescinded. Certified copies of this Order shall be filed with the University of the Philippines Law Center-Office of the National Administrative Register (UPLC-ONAR), UP Diliman, Quezon City.

All DepEd Orders, Memoranda, and other related issuances, rules, regulations and provisions which are inconsistent with these guidelines are hereby repealed, rescinded, or modified accordingly.

VII. References

DepEd Order 34, s. 2022: *"School Calendar and Activities for the School Year 2022-2023"*

DepEd Order No. 2, s. 2020: *"Multi-Year Implementing Guidelines on the Conduct of the K to 12 Basic Education Program End-of-School-Year Rites"*

DepEd Order No. 31, s. 2019: *"The Department of Education Service Marks and Visual Identity Manual"*

DepEd Order No. 48, s. 2018: *"Prohibition of Electioneering and Partisan Political Activity"*

DepEd Order No. 12, s. 2018: *"Revision to DepEd Order No. 6, s. 2018 (School Year 2017-2018 K to 12 Basic Education Program End-of-School-Year Rites)"*

DepEd Order No. 6, s. 2018: *"School Year 2017-2018 K to 12 Basic Education Program End-of-School-Year Rites"*

DepEd Order No. 66, s. 2017: *"Implementing Guidelines on the Conduct of Off-Campus Activities"*

DepEd Order No. 8, s. 2017: *"School Year 2016-2017 K to 12 Basic Education Program End of School Year Rites"*

DepEd Order No. 36, s. 2016: *"Policy Guidelines on Awards and Recognition for the K to 12 Basic Education Program"*

DepEd Order No. 7, s. 2016: *"School Year 2015-2016 K to 12 Basic Education Program End of School Year Rites"*

DepEd Order No. 9, s. 2014: *"2014 Graduation Rites"*

DepEd Order No. 9, s. 2013: *"2013 Graduation Rites"*

DepEd Order No. 9, s. 2012: *"2012 Graduation Rites"*

The Graduation Ceremony of the Elementary /Senior High School Learners of (school) is hereby declared in session.

EMCEE : Thank you very much Dr/Mr/Ms/ _____.

EMCEE : The **WELCOME ADDRESS** will now be given by Ms./Mr. _____,
With High Honor.

EMCEE : Thank you very much Dr/Mr/Ms _____. At this point, may I call in our Schools Division Superintendent, Dr. Edilberto L. Oplenaria, CESO V, (or the designated Confirming Officer) for the **reading of the Message of Vice President and DepEd Secretary Sara Z. Duterte** . Let us give him/her a warm applause, please.

(Reading of Secretary Sara's Message)

EMCEE : The School Principal _____ will now present the Grade 6 /Senior High School Candidates for Graduation

PRINCIPAL : Dr. Edilberto L. Oplenaria, CESO V, Schools Division Superintendent of the Division of Misamis Oriental (represented by _____, Name and Position/Designation of Representative), I have the honor to present to you the Candidates for Graduation of (name of school), for School Year 2022-2023, of whom, _____ are male, _____ are female, a total of (number of graduates) Grade 12 learners who have satisfactorily completed the Requirements of the K to 2 Basic Education Curriculum- Senior High School Level of the Department of Education.

May I therefore request you to confirm their Graduation.

CONFIRMING

OFFICER : **By virtue of the authority vested upon me by the Schools Division Superintendent, Dr. Edilberto L. Oplenaria, CESO V, and with the presentation and certification made by your School Principal Mr/Ms. _____, that you have satisfactorily completed all the requirements of the K to 12 Basic Education Curriculum - Elementary/Senior High School Level prescribed by the Department of Education for Secondary Schools of the Republic of the Philippines, I hereby confirm you as graduates this _____, of July 2023, here at (name of school).**

EMCEE : Thank you very much Maám/Sir _____ and congratulations to
Our Graduates of Class 2023!

EMCEE : The **DISTRIBUTION OF DIMPLOMA** shall now follow.

EMCEE : May I call in our Schools Division Superintendent, Dr. Edilberto L. Oplenaria, CESO V, (or the Designated Confirming Officer), School Principal, GPTA President and Guest Speaker to **DISTRIBUTE THE CERTIFICATES TO THE GRADUATES.**

Will the graduates please rise?

Allow me to read the citation.

(Reading of Citation)

Graduates, please come up the stage as soon as your name is called.



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**SCRIPT FOR GRADE 6-ELEMENTARY AND GRADE 12-SENIOR HS
GRADUATION CEREMONY**

**(TO BE FOLLOWED BY THE MASTER OF CEREMONY/ VOICE OVER FOR FACE-TO-FACE
DELIVERY.**

THIS SCRIPT MAY BE MODIFIED AS YOU SEE FIT)

EMCEE : A pleasant morning/afternoon, Ladies and Gentlemen and welcome to the Graduation Ceremony of the Elementary/Senior High School Learners of *(name of school)* with the theme: **“Gradweyt ng K to 12: Hinubog ng Matatag na Edukasyon (K to 12 Graduates: Molded through a Resilient Educational Foundation).”**

The Graduation Rites of the Elementary Pupils / Senior High School Students of *(name of school)* shall now commence.

May I request the general public to please rise for the **ENTRANCE OF THE SCHOOL MACE AND COLORS**, and our Candidates for Graduation for School Year 2022-2023 together with the Faculty, Staff and DepEd Officials.

Ladies and Gentlemen, our...

- A. Candidates for Graduation
- B. The GPTA Officers headed by the GPTA President (name)
- C. The Grade 1-5 Teachers/ The Grade 11 Teachers
- D. The Grade 6 Teachers/ The Grade 12 Teachers
- E. The Department Heads
- F. Our School Principal, Dr/Mr/Ms
- G. Our designated Confirming Officer, (Name/Position) representing our OIC-Assistant Schools Division Superintendent Dr. Erlinda Dael, CESE and Schools Division Superintendent , Edilberto L. Oplenaria, EdD, CESO V *(if SDS and ASDS are represented by a Confirming Officer)*
- H. Our OIC-Assistant Schools Division Superintendent Dr. Erlinda Dael, CESE *(if Dr. Dael is in attendance)*
- I. Schools Division Superintendent , Dr. Edilberto L. Oplenaria, CESO V *(if Dr. Oplenaria is in attendance)*
- J. Our Guest Speaker (Position) (Name)

EMCEE : Please remain standing for the singing of the **NATIONAL ANTHEM** and the **OPENING PRAYER** to be led by the graduates. This will be followed the School Hymn.

(After the National Anthem, ground the colors)

EMCEE : The School Principal _____ will now formally **open the _____ Graduation Ceremony** of *(name of school)*.

PRINCIPAL : To our Schools Division Superintendent, Edilberto L. Oplenaria, EdD, CESO V and the OIC-ASDS Dr. Erlinda Dael, the GPTA President and Officers, *(Name and Position of designated Confirming Officer, if any)*, our Guest Speaker (name), the different Department Heads, the Faculty and Staff and to the Candidates for Graduation, parents, ladies and gentlemen, good morning/afternoon.



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Pledge of Loyalty **(Student), With Honor**
 Alma Mater and Graduation Song **Graduates**
 Closing Remarks **PTA President**

**Program Flow based on DepEd Order No. 18, s. 2021*

NOTE:

If two students obtained With Highest Honor, one will deliver the Welcome Message and the other will deliver the Message In Behalf of the Graduates

Welcome Message shall not exceed 5 minutes.

****DepEd Memorandum No. 030, s. 2021**

"2 This Department orders that the announcement of learners who have been awarded Academic Excellence Awards (i.e. With Honors, With High Honors, With Highest Honors) must be made in **alphabetical order within categories**, not from highest to lowest average grade within categories. For example, given the three learners awarded With Honors:

Example:

Learner	Average Grade
Aragon, Margarita	92
Dela Cruza, Juana	91
Zaragosa, Jesus	94

3 The name of learner Margarita Aragon shall be announced first, followed by Juana Dela Cruz and Jesus Zaragosa."

****Attire for Graduation and/or Completion**

Students- Sunday's best or School Uniform

Teachers/Faculty/Staff/Confirming Officers- Sunday's Best or Filipiniana

/imonte



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Enclosure No. 2 of Division Memorandum No. ____, s. 2023

Program

ELEMENTARY AND SENIOR HIGH SCHOOL GRADUATION RITES

July 10- July 14, 2023

Processional

School Mace and Colors

Grade 6/ Grade 12 Candidates for Graduation

GPTA Officers headed by the GPTA President

Grades 1-5 Teachers / Grade 11 Teachers

Grade 6 Teachers/ Grade 12 Teachers

The Department Heads (if any)

School Principal

Designated Confirming Officer

Assistant Schools Division Superintendent

Schools Division Superintendent

Guest Speaker

National Anthem

Invocation

School Hymn

Opening Remarks

School Head

Welcome Message

(Student), With High Honor

Messages

Edilberto L. Oplenaria, EdD, CESO V

Schools Division Superintendent

Sara Z. Duterte

Vice President of the Republic of the Philippines

Secretary of the Department of Education

Presentation of Graduates

School Head

Confirmation of Graduates

Edilberto L. Oplenaria, EdD, CESO V

Schools Division Superintendent

Distribution of Diploma

Awarding of Top 10 Graduates
& Other Awardees

(**Note: Follow DepEd Memorandum No. 030, s. 2021)

Message In Behalf of
the Graduates

(Student), With Highest Honor

Introduction of the
Guest Speaker

School Head

Message

Guest Speaker

Giving of Plaque of
Appreciation

Schools Division Superintendent, School Head



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EMCEE : Let us give our completers a round of applause!

EMCEE : The **AWARDING OF ACADEMIC HONORS AND SPECIAL ALWARDS** will now take place. Once again, requesting the Schools Division Superintendent, Dr. Edilberto L. Oplenaria, CESO V, or (the Designated Confirming Officer), School Principal, GPTA President and Guest Speaker to give the awards.

(Note : Call names of awardees, follow DepEd Memorandum No. 030, s. 2021)

EMCEE : Let us give our Academic and Special Awardees and their parents a big round of applause! Congratulations!

EMCEE : In behalf of the Grade 10 Completers, (*name of student*), With Highest Honor, will now give his/her **MESSAGE OF GRATITUDE**.

EMCEE : Thank you _____. (name of student)

EMCEE : This time, the School Principal _____ shall introduce our **GUEST SPEAKER**.

(Note: Introduction of Guest Speaker)

(Note: Message of Speaker)

(Please be guided by DepEd Memorandum No. 43, s. 2022 paragraph 10)

EMCEE : Thank you very much _____.

EMCEE : We shall now virtually award the Plaque of Appreciation to our Guest Speaker with the Citation. (read citation in Plaque). Thank you very much!

EMCEE : Mr/Ms_____ PTA President will now formally close this ceremony.

(Closing Remarks)

EMCEE : Thank you, _____. A round of applause, please.

And now, ladies and gentlemen, **THE RECESIONNAL MARCH**.

Recessional March

Colors

School Banner/Mace

Dignitaries

EMCEE : With the Recessional March, the Recognition Ceremony of Grade 10 Junior high School of (School) is hereby officially concluded.

Congratulations parents, teachers and staff! Congratulations graduates, Class of 2023! Mabuhay ang DepEd!

/imonte



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In behalf of the Administration, Faculty, Staff and students, I welcome each and every one of you to this Completion Ceremony of the School Year 2022-2023. We also extend to the Grade 10 Completers and their families our warmest felicitations on this special occasion. Thank you!

EMCEE : Thank you very much Dr/Mr/Ms _____. May I call in our Schools Division Superintendent, Dr. Edilberto L. Oplenaria, CESO V (or the designated Confirming Officer) **for the reading of the Message Vice President of the Republic of the Philippines Secretary of the Department of Education Sara Z. Duterte.** Let us give him/her a warm applause, please.

(Reading of Secretary Sara's Message)

EMCEE : The School Principal _____ will now present the Grade 10 Completers.

PRINCIPAL : Dr. Edilberto L. Oplenaria, CESO V, Schools Division Superintendent of the Division of Misamis Oriental (represented by _____, Name and Position/Designation of Representative), I have the honor to present to you the Junior High School Completers of (name of school), for School Year 2022-2023, of whom, _____ are male, _____ are female, a total of (number of completers) Grade 10 learners who have satisfactorily completed the Requirements of the K to 2 Basic Education Curriculum- Junior High School Level of the Department of Education.

May I therefore request you to confirm their completion.

CONFIRMING

OFFICER : **By virtue of the authority vested upon me by the Schools Division Superintendent, Dr. Edilberto L. Oplenaria, CESO V, and with the presentation and certification made by your School Principal Mr/Ms. _____, that you have satisfactorily completed all the requirements of the K to 12 Basic Education Curriculum - Junior High School Level prescribed by the Department of Education for Secondary Schools of the Republic of the Philippines, I hereby confirm your completion this _____, of July 2023, here at (name of school).**

EMCEE : Thank you very much Ma'am/Sir _____ and congratulations to our completers!

EMCEE : The **DISTRIBUTION OF CERTIFICATES OF COMPLETION** shall now follow. May I call in our Schools Division Superintendent, Dr. Edilberto L. Oplenaria, CESO V, (or the designated Confirming Officer), School Principal, GPTA President to **DISTRIBUTE THE CERTIFICATES OF COMPLETION.**

Will the completers please rise?

Allow me to read the citation.

(Reading of Text-Certificate of Completion)

Completers, please come up the stage as soon as your name is called.

(Roll call of completers)



SCRIPT FOR JUNIOR HIGH SCHOOL COMPLETION CEREMONY

(TO BE FOLLOWED BY THE MASTER OF CEREMONY/ VOICE OVER FOR FACE-TO-FACE DELIVERY.

THIS SCRIPT MAY BE MODIFIED AS YOU SEE FIT)

EMCEE : A pleasant morning/afternoon, Ladies and Gentlemen and welcome to the Completion Ceremony of the Junior High School Learners of (name of school) with the theme: **Gradweyt ng K to 12: Hinubog ng Matatag na Edukasyon (K to 12 Graduates: Molded through a Resilient Educational Foundation).**

The completion program shall now commence. May I request the general public to please rise for the **ENTRANCE OF THE SCHOOL MACE AND COLORS**, and our Completers for School Year 2022-2023 together with the Faculty, Staff and DepEd Officials.

Ladies and Gentlemen, our...

- A. Grade 10 Completers
- B. The GPTA Officers headed by the GPTA President (name)
- C. The Grade 7 Teachers
- D. The Grade 8 Teachers
- E. The Grade 9 Teachers
- F. The Grade 10 Teachers
- G. The Department Heads
- H. Our School Principal, Dr/Mr/Ms _____
- I. Our designated Confirming Officer, (Name/Position) representing our OIC-Assistant Schools Division Superintendent Dr. Erlinda Dael, CESE and Schools Division Superintendent , Dr. Edilberto L. Oplenaria, CESO V (if SDS and ASDS are represented by a Confirming Officer)
- J. Our OIC-Assistant Schools Division Superintendent Dr. Erlinda Dael, CESE (if Dr. Dael is in attendance)
- K. Schools Division Superintendent , Dr. Edilberto L. Oplenaria, CESO V (if Dr. Oplenaria is in attendance)
- L. Our Guest Speaker (Position) (Name)

EMCEE : Please remain standing for the singing of the **NATIONAL ANTHEM** and the **OPENING PRAYER** to be led by the completers. This will be followed the School Hymn.

(Ground the colors)

EMCEE : The School Principal Dr/Mr/Ms _____ will now formally open the Junior High School Completion Ceremony of (name of school).

PRINCIPAL : To our Schools Division Superintendent, Dr. Edilberto L. Oplenaria, CESO V and the OIC-Assistant Schools Division Superintendent Dr. Erlinda Dael, the GPTA President and Officers, (Name and Position of *designated Confirming Officer, if any*), our Guest Speaker (name), the different Department Heads, the Faculty and Staff and to the COMPLETERS, parents, ladies and gentlemen, good morning/afternoon. The Completion Ceremony of the Junior High School Learners in (school) is hereby declared in session.



Address: Del Pilar - Velez St., Brgy. 29, Cagayan de Oro City 9000

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Email: misamis.oriental@deped.gov.ph

Giving of Plaque of
Appreciation

Schools Division Superintendent, School Head

Closing Remarks

PTA President

Recessional March

NOTE:

****DepEd Memorandum No. 030, s. 2021**

“2 This Department orders that the announcement of learners who have been awarded Academic Excellence Awards (i.e. With Honors, With High Honors, With Highest Honors) must be made in **alphabetical order within categories**, not from highest to lowest average grade within categories. For example, given the three learners awarded With Honors:

Example:

Learner	Average Grade
Aragon, Margarita	92
Dela Cruz, Juana	91
Zaragosa, Jesus	94

3 The name of learner Margarita Aragon shall be announced first, followed by Juana Dela Cruz and Jesus Zaragosa.”

****Attire for Graduation and/or Completion**

Students- Sunday's best or School Uniform

Teachers/Faculty/Staff/Confirming Officers- Sunday's Best or Filipiniana

imonte



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**Recessional March:
Colors
School Banner/Mace
Dignitaries**

EMCEE : With the Recessional March, the _____ Graduation Rites of (School) is hereby officially concluded. Thank you for joining us in celebrating this momentous occasion.

Congratulations parents, teachers and staff! Congratulations graduates, Class of 2023!
Mabuhay ang DepEd



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(Roll call of Graduates)

EMCEE : Let us give our graduates a round of applause! Congratulations!

EMCEE : The **AWARDING OF ACADEMIC HONORS AND SPECIAL ALWARDS** will now take place.

EMCEE : The **AWARDING OF ACADEMIC HONORS AND SPECIAL ALWARDS** will now take place. Once again, requesting the Schools Division Superintendent, Dr. Edilberto L. Oplenaria, CESO V (or the Designated Confirming Officer), School Principal, GPTA President and Guest Speaker to give the awards.

(Call names of awardees, follow DepEd Memorandum No. 030, s. 2021)

EMCEE : Let us give our Academic and Special Awardees and their parents a big round of applause! Congratulations!

EMCEE : In behalf of the Grade 6/ Grade 12 Graduates Ms./Mr. _____, With Highest Honor will now give his/her **MESSAGE IN BEHALF OF THE GRADUATES.**

EMCEE : Thank you, Mr/Ms. _____ (name of student).

EMCEE : This time, the School Principal _____ shall introduce our **GUEST SPEAKER.**

(Introduction of Guest Speaker)

(Message of Speaker)

(Please be guided by DepEd Memorandum No. 43, s. 2022 paragraph 10)

EMCEE : Thank you very much Maam/Sir _____ (name of guest speaker)

EMCEE : We shall now virtually award the Plaque of Appreciation to our Guest Speaker with the Citation. (read citation in Plaque). Thank you very much!

EMCEE : *(Name of Student)*, will now lead the class for their Pledge of Loyalty

(Pledge of Loyalty)

EMCEE : The graduates will now render their Alma Mater and Graduation Song

(Alma Mater/ Graduation Song)

EMCEE : Thank you, graduates! Mr/Ms _____ PTA President will now formally close this ceremony.

(Closing Remarks)

EMCEE : Thank you. A round of applause, please. And now, ladies and gentlemen, **THE RECESIONNAL MARCH.**



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