



Republic of the Philippines  
 Department of Education  
 Region X – Northern Mindanao  
**DIVISION OF MISAMIS ORIENTAL**  
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January 6, 2016

DIVISION MEMORANDUM  
 No. 07, s. 2016

**REITERATING DEPED ORDER NO. 35, S. 2011**  
**(Guidelines on School Visitations, Inspections and Monitoring and Evaluation)**

To: Education Program Supervisors  
 Public Schools District Supervisors/ In Charge  
 Elementary and Secondary School Heads  
 This Division

1. The Education Program Supervisors, Public Schools District Supervisors and other authorized Division Office Personnel shall be visiting schools to supervise instruction, to monitor the implementation of programs and projects, and to perform other related activities as part of the delivery of their core functions.
2. The focus of the visitation, inspections and monitoring and evaluation is to provide the schools with the needed assistance in order to ensure the:
  - effective delivery of basic education through quality and relevant instruction;
  - efficient utilization of the resources of the schools;
  - proper implementation of the different programs and projects;
  - other related matters.
3. **(Paragraph 4.) In line with the government's policy and in conformity with the highest ethical standards of public service, school officials should refrain from collecting contributions from the teachers intended for the meals and accommodation of visitors/ monitors.**
4. The visitors/ monitors are covered with the allowable transportation expenses by this Office and they provide for their own meals.
5. Immediate dissemination of this Memorandum is enjoined.

  
**CHERRY MAE L. LIMBACO, Ph.D., CESO V**  
 Schools Division Superintendent

CLL/jgv

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

SCHOOLS MONITORING SUPERVISION EVALUATION