



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

March 26, 2026

DIVISION MEMORANDUM

No. **197**, s. 2026

MONITORING OF THE END OF SCHOOL YEAR RITES

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Principal/Head Teacher In-charge of the District
Senior/Education Program Specialists
Heads of Public Elementary, Secondary Schools and Integrated Schools
All Others Concerned

1. In accordance with Regional Memorandum No. 015, s. 2026, title “Monitoring of the End of School Year Rites”, this Office, will conduct Monitoring of the End of School Year Rites.
2. The following are the monitors per District:

District	Division Monitors	District Monitors
Altavas	EPS Mahnnie Q. Tolentino	PSDS Apolonio C. Payba, PhD
Balete	EPSt II Hajji S. Tropa PhD	HTID Ma. Rowena L. Birol
Banga	EPS Kyzil D. Lipar PhD	PSDS Lucita P. Recidoro, PhD
Batan	EPS Marth S. Tropa	PSDS Louie B. Zorolla, PhD
Buruanga	EPS Divina B. Ibadlit	PID Rosa R. Sualog
Ibajay East (II)	SEPS June R. Patricio	PSDS Idy R. Pedrita
Ibajay West (I)	EPS Darren N. Naelgas PhD	PSDS Idy R. Pedrita
Kalibo I and II	EPS Johann C. Cawaling	PSDS Marcelle I. Briones, PhD
Lezo	EPS Edselyn T. Biray PhD	PSDS Kenneth B. Revestir



Poblacion, Numancia, Aklan
Tel/Fax No. (265 3740 | 265 3741 | 265 3743)
Website: <https://depedaklan.online>
Email Address: aklan.1958@deped.gov.ph



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Libacao	CES Michael T. Rapiz	PSDS Jude Ulysses V. Ruiz
Madalag	EPS Charlie I. Ureta	PID Wilma N. Castro
Makato	EPS Analyn C. Perez, EdD	PID Ana S. Andrada PhD
Malay	SEPS Mar Bien Gregory G. Parel UAP	PID Democrito V. Barrientos
Malinao	SEPS Leila L. Pamati-an	PID Jim I. Regno
Nabas	SEPS Mikko Jan D. Lopez EdD	PSDS Jessie S. Flores
New Washington	EPSt II Ma. Teresa L. Lao	PSDS Ariel Z. Zubiaga
Numancia	EPS Mary Cherry Lynn M. Tabernilla EdD	PSDS Joyce M. Toriaga, PhD
Tangalan	EPS Rebecca R. Ibaretta	PID Mark T. Daroy

* Including School Heads as representatives

- All monitors are hereby requested to use this link and QR code below in the monitoring of the end of the school year rites **on March 30-31, 2026**.



<https://forms.office.com/r/S13tyfUZLM>



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4. All schools are requested to complete the **Online Monitoring of the End of School Year Rites Self-Assessment Checklist for School Year 2025-2026** and **upload the Narrative Report in Word Form** using the link and QR code below.



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<https://forms.office.com/r/Tgm7PUKpvE>

The deadline for submission/completion is **on or before April 6, 2026**.

5. Schools are required to maintain a secure and reliable copy of the accomplished End of School Year Rites Self-Assessment Checklist and Narrative Report, for documentation, validation, and future reference purposes.
6. Immediate dissemination of and compliance with this Memorandum are desired.



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REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

FELICIANO C. BUENAFE JR. CESO VI
Schools Division Superintendent

Enclosure: As stated

Reference: Regional Memorandum No. 274, s. 2026

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

ASSESSMENT

POLICY

SCHOOLS

SUPERVISION



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REGION VI-WESTERN VISAYAS

REGIONAL MEMORANDUM
No. **274** s. 2026

MAR 19 2026

MONITORING OF THE END OF SCHOOL YEAR RITES

To: Schools Division Superintendents
Functional Division Chiefs
All Others Concerned

1. In line with DepEd Memorandum No. 015, s. 2026 titled “*Conduct of the K to 12 Basic Education Program End-of-School-Year Rites for the School Year 2025–2026*”, this Office hereby provides guidance on the proper conduct of End-of-School-Year (EOSY) activities to ensure an orderly, meaningful, and policy-compliant closure of School Year 2025–2026.
2. All public elementary and secondary schools shall ensure that EOSY activities, including graduation, completion, and moving-up rites, are conducted in a simple, meaningful, inclusive, and non-extravagant manner, emphasizing the recognition of learners’ academic achievements and holistic development.
3. The schools are reminded that no collection of any kind shall be imposed on learners, parents, or teachers in relation to EOSY activities. All expenses relative to the conduct of EOSY rites in public schools shall be charged against the school’s Maintenance and Other Operating Expenses (MOOE), subject to existing accounting and auditing rules and regulations.
4. To ensure systematic monitoring and documentation of EOSY preparations and compliance, all Schools Division Offices shall accomplish the attached EOSY Monitoring Tool. The tool shall serve as a checklist and reference in validating the completion of required EOSY activities and reports.
5. The monitors shall be responsible for the accuracy, completeness, and timeliness of entries in the EOSY Tool and shall ensure that all supporting documents are properly filed and made available for validation when required by the Regional Office.



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Department of Education
REGION VI-WESTERN VISAYAS

6. Immediate dissemination of and compliance with this Memorandum are desired.


CRISTITO A. ECO, CESO III
Regional Director

Encl.: As Stated

Reference: DM 015 s. 2026

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

BASIC EDUCATION
MONITORING AND EVALUATION
SCHOOLS

LFS/QAD-EOSY
013/March 17, 2026



Republic of the Philippines
Department of Education
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I. GENERAL INFORMATION

Schools Division Office: _____
District: _____
School Name: _____
School ID: _____
EoS Y Rite Conducted: _____
Grade Level(s) Covered: _____
Date of Activity: _____
Venue: _____
Monitoring Mode: _____

II. PURPOSE OF MONITORING

This form is used to assess school compliance with the DepEd Guidelines on the Conduct of the K-12 Basic Education Program End-of-School-Year (EoS Y) Rites, ensuring that ceremonies are simple, meaningful, inclusive, non-extravagant, and free from unauthorized collections.

III. POLICY COMPLIANCE INDICATORS

No.	Indicator	Means of Verification	Compliant (✓)	Not Compliant (X)	Remarks
A1	EoS Y rites conducted within the prescribed school calendar	Approved calendar, program of activities			
A2	Rites are simple, non-extravagant, and meaningful	Program script, photos/videos			
A3	No mandatory fees required from learners/parents	School memo, parent advisories			
A4	No academic or non-academic projects imposed as graduation requirements	Adviser certification			
A5	No unauthorized collections or solicitations	Financial records, PTA resolutions			



Address: Duran Street, Iloilo City, 5000
Telephone Nos: (033)509-7653; (033)336-2816
Email Address: region6@deped.gov.ph



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IV. LEARNER ELIGIBILITY AND RECOGNITION

No.	Indicator	Means of Verification	Compliant (✓)	Not Compliant (X)	Remarks
B1	Only qualified learners are included	SF forms, class records			
B2	Honors and awards follow DepEd Orders	Award criteria, minutes			
B3	Learners informed of award criteria prior to deliberation	Advisories, orientations			
B4	No excessive or non-policy-based awards	Final awards list			

V. FINANCIAL MANAGEMENT

No.	Indicator	Means of Verification	Compliant (✓)	Not Compliant (X)	Remarks
C1	All contributions (if any) are voluntary	Parent consent forms			
C2	Financial transactions are transparent and documented	Liquidation reports			
C3	No learner excluded due	Attendance records			



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	to inability to contribute				
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VI. INCLUSIVITY AND CHILD PROTECTION

No.	Indicator	Means of Verification	Compliant (✓)	Not Compliant (X)	Remarks
D1	All eligible learners allowed to participate	Participant list			
D2	Activity free from discrimination or humiliation	Observation notes			
D3	Child Protection Policy observed	Incident reports (if any)			

VII. ROLES AND RESPONSIBILITIES

No.	Indicator	Means of Verification	Compliant (✓)	Not Compliant (X)	Remarks
E1	School Head led implementation	Office orders			
E2	Teachers not compelled to spend personal funds	Teacher declarations			
E3	Parents/stakeholders informed of guidelines	Meeting minutes			

VIII. DOCUMENTATION AND REPORTING

No.	Indicator	Means of Verification	Compliant (✓)	Not Compliant (X)	Remarks
F1	Program approved prior to event	Approved program			
F2	Post-activity report	Narrative report			



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	submitted to SDO				
F3	Photo/video documentation archived	Digital files			

IX. KEY FINDINGS / ISSUES NOTED

X. RECOMMENDATIONS / ACTION POINTS

XI. CERTIFICATION AND SIGNATURES

Prepared by (Monitor):

Name: _____

Position: _____

Signature: _____

Date: _____

Noted by:

Name: _____

Position: _____

Signature: _____

Date: _____

This is an official DepEd monitoring form. Findings herein shall serve as basis for technical assistance, corrective measures, or appropriate administrative action, if warranted.



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