

REGIONAL MEMORANDUM

March 15, 2019


No. 102-2019

To: Schools Division Superintendents
Division Private School Coordinators/Focal Person
Private School Principals/Administrators
All others concerned

**EXTENSION ON THE SUBMISSION OF COMPLIANCE/LACKING DOCUMENTS
FOR GOVERNMENT PERMIT/RECOGNITION FOR SY 2019 - 2020**

1. Per result of the validation and inspection of the Regional Validation Team (RVT) on the Application of Private Schools for Government Permit/Recognition for SY 2019 – 2020, the following are the common observations:
 - school building has no Occupancy Permit;
 - partial Occupancy Permit;
 - the school building is for “Residential/Commercial” purpose as indicated in the issued Occupancy Permit;
 - no outdoor play implements (for Kindergarten);
 - insufficient science apparatus and library books/learning resources; and
 - no computer laboratory/inadequate computer units.
2. With the foregoing, the extension of submitting compliance/lacking documents of private schools having deficiencies will be on or before **May 15, 2019** at DepED-CAR Regional Office through the Records Section.
3. For schools that applied for an Occupancy Permit, they shall submit the following for the DepED-CAR to process their application for Government Permit:
 - a Certification of Application for Occupancy Permit from the Municipal/City Engineer
 - a Certification from a Licensed Engineer certifying the structural integrity of the building
4. Failure to comply the needed requirements within this period shall be construed as abandonment of application
5. For more information, please contact the **Quality Assurance Division (QAD), DepED – Regional Office, Cordillera Administrative Region** at Telephone Number: **422 – 5187** or email us at: quad.depedcar@gmail.com.
6. Immediate dissemination of this memorandum is desired.

QAD/ALP/mab


MAY B. ECLAR, Ph.D., CESO V
Regional Director

Telephone Numbers			
Office of the Director IV	-422-1318	Budget and Finance Division	-422-5155
Fax Machine	-422-4074	Curriculum & Learning Mgmt	-422-7096
Office of the Director III	-309-3013	Quality Assurance Division	-422-5187
Administrative Division	-422-1804	Secondary Education System	-309-3014
		Cash Section	309-3017
		Physical Facilities Unit/ICT	309-3011
		Regional Planning Unit	309-1234
		Supply Unit	422-2198
		Record Section	309-3015
		Payroll Services Unit	424-3993
		Special Services Div	424-5167
		Commission on Audit	422-7434

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