



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

August 31, 2023

DIVISION MEMORANDUM

No. 269 s. 2023

CLASSROOM PROGRAM FOR SY 2023-2024

To: Assistant Schools Division Superintendent
CID and SGOD Chiefs
Education Program Supervisors
District Heads
Elementary School Heads
All others concerned

1. The Department of Education (DepEd) has issued implementing guidelines for the school calendar and activities for the School Year (SY) 2023-2024 as per DepEd Order no. 22, s. 2023. The goal is to enable schools and community learning centers to efficiently implement school activities and maximize instructional time in alignment with the objectives of the DepEd MATATAG Agenda.
2. In compliance with DepEd Order 31, s. 2012, Policy Guidelines on the Implementation of Grades 1-10 of the K to 12 Basic Education Curriculum (BEC) Effective SY 2012-2013 and to DepEd Order No. 31, s. 2013, Clarifications on the Policy Guidelines on the Implementation of the Language Learning Areas and their Time Allotment in Grades 1 and 2 of the Basic Education Program, all schools are advised to submit the classroom program for SY 2023-2024.
3. The Class Program have to be referred first to the EPS adopter for checking/review and countersign to ensure that DepEd Order No. 31, s. 2012 is strictly observed particularly on timeslot for each learning area, as well as DepEd Memorandum No. 291, s. 2008 for the Working Hours of Teachers.
4. In addition to this, elementary schools must attach list of teachers teaching in every grade level, while secondary schools must attach list of teachers in the subject area specialization.
5. The classroom program and the list of teachers teaching in the grade level and subject specialization must be prepared by the school head, recommending approval by the CID Chief and approved by the Assistant Schools Division Superintendent.



6. The Class Program is expected to be posted/placed outside the classroom, on top of the table of the adviser and in the first page of the lesson plan/DLL of the teacher.
7. Immediate dissemination of and compliance to this Memorandum are desired.


GAUDENCIO C. ALJIBE JR., PhD, CESO VI
OIC - Schools Division Superintendent 