



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
 NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE – MARIKINA CITY

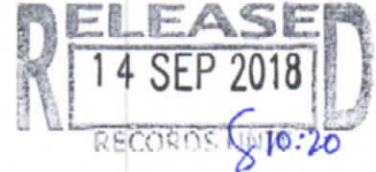
Shoe Ave., Sta. Elena, Marikina City
 +63 (02) 682-2472 / 682-3989 (CID) / 369-9046(SGOD)
<https://depedmarikina.ph> / (email) sdo.marikina@deped.gov.ph



MEMORANDUM TO:

Chief Education Supervisors, SGOD & CID
 Elementary and Secondary School Principals
 Officers-In-Charge
 Public Schools Only

DIVISION OF CITY SCHOOLS
 MARIKINA



SCHOOL/PRINCIPAL PARTNERS OF SCHOOLS/PRINCIPALS WHOSE SCHOOLS ARE BEING USED AS EVACUATION CENTERS DURING CALAMITIES

To ensure effective and efficient discharge of duties and responsibilities in schools used as evacuation centers on a round the clock basis, this Office is designating the principals of schools which are not being utilized as evacuation centers as partners, including the teachers, to the school principals and teachers whose schools are being used as evacuation centers, for information and guidance.

Below are their respective assignments:

SCHOOLS & PRINCIPALS USED AS EVACUATION CENTERS		PARTNER SCHOOLS/PRINCIPALS	
SCHOOL	PRINCIPAL	SCHOOL	PRINCIPAL
Marikina ES	Mr. Regino M. Pagtama Jr.	Parang ES	Ms. Marciana R. De Guzman
Sto. Nino ES	Ms. Mila M. Casilao	Marikina Heights HS	Ms. Imelda B. Olvida
Sto. Nino NHS	Mr. Uriel B. Teodoro	Fortune High School	Dr. Nancy Suegay
Malanday ES	Dr. Aizaleen M. Garchitorena	Fortune ES	Ms. Annalli B. Salazar
Concepcion IS-EL	Ms. Remia Ricabar	SSS Village ES	Dr. Edna S. Constantino
Concepcion IS-SL	Ms. Felisa Paz-Munoz	Marikina Science IIS	Ms. Jeanette J. Coroza
H. Bautista ES	Mr. Manuel B. Franco	Kapitan Moy ES	Ms. Jessica A. Beltran
Nangka ES	Ms. Maribeth C. Rosario	St. Mary ES	Ms. Amabelle H. Santiago
Tanong HS	Ms. Nerissa S. Estrella	Sta. Elena HS	Dr. Jeffrey C. Trinidad
Concepcion ES	Ms. Zenaida S. Munar	Parang HS	Mr. Alberto D. Villamor
Marikina HS	Mr. Lauro Z. De Guzman		
Kalumpang ES	Ms. Hilda F. Tardecilla	Kalumpang NHS	Mr. Clay A. Balgua
Barangka ES	Ms. Janet S. Amurao	Barangka NHS	Ms. Mita A. Abergos
San Roque ES	Ms. Elena A. Santos	San Roque NHS	Mr. Freddie D. Viernes
L. Victorino ES	Ms. Aloha E. Veto	Jesus Dela Pena NHS	Mr. Joseph Santos

The principals of schools used as evacuation centers shall be relieved by partner schools/principals and teachers after 24 hours of duty. A turnover of duties and responsibilities must be relinquished properly by the outgoing principal to the incoming principal which means that briefings must be ensued. Relief of the principal-reliever shall be done after 24 hours if the evacuees' presence to schools will be extended up to three (3) to five (5) days.

One hundred percent (100%) cooperation and support of all involved are highly enjoined.

Immediate and wide dissemination of this Memorandum is desired.


SHERYLL T. GAYOLA
 Officer-In-Charge

Office of the Schools Division Superintendent