



Republic of the Philippines  
**Department of Education**  
REGION XI  
SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**  
SGOD-2023-0129

To: Assistant Schools Division Superintendent  
Chief, School Governance and Operations Division  
Chief, Curriculum Implementation Division  
Education Program Supervisor, School Governance and Operations Division  
Education Program Supervisors, Curriculum Implementation Division  
Public Schools District Supervisors  
Private Elementary and Junior High School Administrators  
All Others Concerned

Subject: **ORIENTATION ON THE ONLINE APPLICATION SYSTEM FOR PRIVATE ELEMENTARY AND JUNIOR HIGH SCHOOL SCHOOLS**

Date: May 16, 2023

1. With the digitization on the submission of documents of private schools applying for renewal of government permit, there shall be an **Orientation on the Online Application System (OAS) of DepEd Region XI** among private elementary and junior high schools (see enclosure 1) on **May 18, 2023 (Thursday) at 8:30 a.m.** at **Jireh Mission Academy of Sto. Tomas, Inc., Purok 3-E Feeder Road 1, Tibal-og, Sto. Tomas, Davao del Norte.**
2. School Heads and ICT Coordinators of the concerned schools are the participants of the said Orientation which will be facilitated by the School Management Monitoring & Evaluation (SMME) and ICT Units (see enclosure 1).
3. Travel, meals and other incidental expenses incurred in the activity of Division personnel shall be charged against school MOOE subject to the usual accounting and auditing rules and regulations.
4. It is emphasized that everyone shall observe and follow the minimum health protocols in accordance with the Inter-Agency Task Force Against Infectious Disease (IATF) and Department of Health (DOH) rules and guidelines, while the Equal Opportunity Principle (EOP) must always be upheld.
5. For information and guidance of the concerned.



**REYNALDO B. MELLORIDA, CESO V**  
Schools Division Superintendent

Enclosure/s: As stated  
sgod-smme



**Enclosure 1**

**LIST OF PRIVATE ELEMENTARY AND JUNIOR HIGH SCHOOLS**

<b>SCHOOL</b>	<b>ADDRESS</b>
Jireh mission Academy of Sto. Tomas, Inc.	Tibal-og, Sto. Tomas
Kimamon Christian School, Inc.	Kimamon, Sto. Tomas
Nordida SDA Elementary School, Inc	Tibal-og, Sto. Tomas
Light Bearer Christian School of Balagunan, Sto. Tomas, Inc.	Balagunan, Sto. Tomas
Workman Christian Academy of Asuncion, Inc.	Cambanogoy, Asuncion
New Corella Christian School	Poblacion, New Corella
Ezra Mission Academy of the Philippines	Tuganay, Carmen
Carroll A. Baltimore Christian Academy, Inc. -Tuganay Branch	Tuganay, Carmen
Carroll A. Baltimore Christian Academy, Inc. -Tuganay Branch	Tubod, Carmen
Holy Infant School of Sto. Tomas, Inc.	Tibal-og, Sto. Tomas
RTH Light Pre-School Learning Center of Kapalong	Maniki, Kapalong
Little Lamb Baptist Christian School	Gabuyan, Kapalong
Ampoon Learning Center, Inc.	Sampao, Kapalong
Phil. Baptist Christian College of Mindanao, Inc - Sawata Branch	Sawata, San Isidro
Authorized Kingjames Bible 1611 Academy, Inc.	Tanglaw, BE Dujali
God Reigns Academy of Christian Education	Tanglaw, BE Dujali

**LIST OF FACILITATORS**

<b>NAME</b>	<b>POSITION/ DESIGNATION</b>	<b>STATION</b>
ARNEL F. LABASAN	SEPS	SMME-SGOD
DANILO JR. Q. LUMAYNO	EPS II	SMME-SGOD
PAUL E. ARSOLON	ITO I	ICT-OSDS


