



Department of Education  
 Region X- Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**  
 Cor. Don Carlos and Guingona Sts., Malaybalay City



R-2789

**DIVISION MEMORANDUM**  
 No. 334 s. 2013

1.78  
 Deped-MALAYBALAY CITY DIVISION  
**RELEASED**

Date: 11/21/13 Time: 4:33PM  
 By: [Signature]

To: Education Program Supervisor Designates/Coordinators  
 Public Schools District Supervisors  
 Public/Private Elementary School Heads  
 Public/Private Secondary School Heads

*[Signature]*  
 From: **EDILBERTO L. OPLENARIA** @  
 Schools Division Superintendent  
 This Division

Date : November 21, 2013

Re : **GUIDELINES FOR TRANSFEREES FROM TYPHOON "YOLANDA " AFFECTED AREAS**

In view of DepED Order No. 52 , s. 2013 re : GUIDELINES FOR TRANSFEREES FROM TYPHOON "YOLANDA " AFFECTED AREAS " all public elementary and secondary schools are directed to accept " emergency transferees " despite of insufficient transfer credentials because they might have no access to their school records yet. They will be required to submit necessary documents upon the operations of the Department of Education in the affected areas will be normalized.

For initial tracking of pupil and student data, all concerned are advised to collect the information indicated in the enclosure of this memorandum.

Immediate dissemination and strict compliance of this memorandum is desired.

To be indicated in the perpetual Index  
 Under the following subjects:  
 Students/pupils                      Teachers  
 Schools

alo/ELO



Republic of the Philippines  
**Department of Education**

Order - 246212

15 NOV 2013

DepEd ORDER  
No. **52**, s. 2013

**GUIDELINES FOR TRANSFEREES FROM TYPHOON  
"YOLANDA"-AFFECTED AREAS**

To: Regional Directors  
Schools Division Superintendents  
Heads, Public and Private Elementary and Secondary Schools  
All Others Concerned

1. Typhoon Yolanda has devastated large parts of the Visayas leaving schools and homes damaged. As a result, some affected residents have immediately relocated to other areas.
2. School-age children who have transferred or will transfer residence might not have access to their school records, as well as other documents necessary to transfer to a different school.
3. In this connection, public elementary and secondary schools are ordered to accept these "emergency transferees" despite insufficient transfer credentials. Their school records shall be updated once the Department of Education (DepEd) operations in the affected areas have normalized. For initial tracking of pupil and student data, all concerned are advised to collect the information indicated in the enclosure to this Order.
4. Schools division superintendents (SDSs) shall compile the lists of such transferees in their divisions and submit them to the Central Office for tracking purposes.
5. Private elementary and secondary schools, while still retaining the right to impose qualifications, are likewise enjoined to exercise leniency in accepting "emergency transferees" from the Yolanda-stricken areas.
6. This Order shall take effect immediately.
7. Immediate dissemination of and strict compliance with this Order is directed.

  
**BR. ARMIN A. LUISTRO FSC**  
Secretary

Encl.:

As stated

Reference:

N o n e

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

CALAMITY  
POLICY  
PUPILS  
SCHOOLS  
STUDENTS  
TRANSFER

Model: Emergency School Transfer  
1031 - November 15, 2013

