



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
DIVISION OF MALAYBALAY CITY

DM-2023-03-077
DEPED MALAYBALAY CITY DIVISION
RELEASED
MARCH 3 2023 TIME: 1:54
BY: *[Signature]*

DIVISION MEMORANDUM

No. 077, s. 2023

To: Assistant Schools Division Superintendent
Chief Education Supervisor, CID
Education Program and Public Schools District Supervisors
All Others Concerned
This Division

From: **VICTORIA V. GAZO, PhD, CESO V**
Schools Division Superintendent *[Signature]*

Date: March 2, 2023

Subject: **DISSEMINATION OF REGIONAL MEMORANDUM 112 S. 2023 RE:
REITERATING THE DUTIES AND RESPONSIBILITIES OF THE PUBLIC
SCHOOLS DISTRICT SUPERVISOR**

1. For information and guidance of all concerned, this Office hereby disseminates the *Regional Memorandum 112 S. 2023 Re: Reiterating the duties and responsibilities of the Public Schools District Supervisor* as reiterated by Division Memorandum 439 s. 2022 on Integration/conversion of district offices to instructional rooms.

2. For inquiries, please contact *Vicente G. San Miguel, EdD* Public Schools District Supervisor at 09778091156. Immediate and wide dissemination of this Memorandum is desired.

Copy furnished:
Records Unit
PSDS/VGSM



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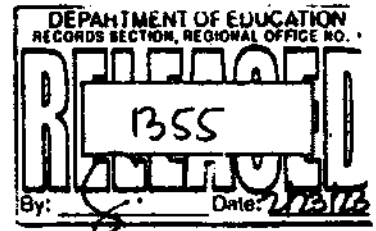


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Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO



February 21, 2023

REGIONAL MEMORANDUM
No. 12, s. 2023

**REITERATING THE DUTIES AND RESPONSIBILITIES OF THE PUBLIC
SCHOOLS DISTRICT SUPERVISORS**

To: Schools Division Superintendents
All Others Concerned

1. This issuance reiterates Item D (Schools District Level), Section 7 (Power, Duties, and Functions) Chapter 1 (Governance of Basic Education) of RA No. 9155, which is also known as "Governance of Basic Education Act of 2011," provides for the following **duties and responsibilities of the Public Schools District Supervisors (PSDSs)**:

"The schools district supervisor shall be responsible for

- a. providing professional and instructional advice and support to the school heads and teachers/facilitators of schools and learning centers in the district or cluster thereof,
- b. curriculum supervision, and
- c. performing such other functions as may be assigned by proper authorities."

2. Civil Service Commission Resolution Number 1600324 highlights the Position and Competency Profile of the PSDS, which states that the PSDS position "is responsible for providing relevant and timely service to schools and learning centers through

- a. "the conduct of instructional supervision,
- b. "provision of technical assistance in school management and curriculum implementation,
- c. "establishing a conducive physical environment for learners and school workers,
- d. "sustaining strong and harmonious partnerships and collaboration among stakeholders."



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3. The PSDSs shall report to the Schools Division Office (SDO) as part of the Curriculum Implementation Division (CID) as they are also considered subject area specialists to work with the division supervisors in ensuring compliance with the quality standards for basic education programs.
4. The PSDSs shall also be assisting the SGOD in supporting the schools and learning centers to provide a conducive learning environment for all types of learners.
5. Thus, all PSDSs/DIC shall report to the SDO under the direct supervision of the CID chief education supervisors to provide professional and instructional advice and support to school heads and teachers as part of the provision of learning and development opportunities.
6. District offices situated in the schools shall be converted into classrooms to address the growing student population in the schools. All district supervisors shall report to their assigned schools and learning centers in the district during field visits and collaborate with the division supervisors in providing technical assistance.
7. Provisions mentioned in the foregoing items also cover those school leaders who act as district-in-charge.
8. This Office directs the immediate and wide dissemination of and compliance with this Memorandum.


DR. ARTURO B. BAYOCOT, CESO III
Regional Director

RE: Reiterating the Duties and Responsibilities of the PSDS

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