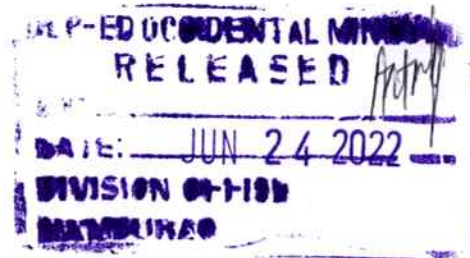




Republic of the Philippines
Department of Education
MIMAROPA REGION
SCHOOLS DIVISION OF OCCIDENTAL MINDORO





Office of the Schools Division Superintendent

MEMORANDUM

000245

To : OIC-Office of the Asst. Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

From:  LYNN G. MENDOZA 
OIC-Schools Division Superintendent

Subject: CLARIFICATIONS ON END-OF-SCHOOL YEAR 2021-2022 RITES

Date: JUNE 24, 2022

In reference to DepEd Order No. 29, s. 2021 titled *School Calendar and Activities for School Year 2021-2022*, DO 2 and 31, s. 2019 titled *School Year 2018-2019 K to 12 Basic Education Program End-of-School Year Rites*, and *The Department of Education Service Marks and Visual Identity Manual*, respectively, the Schools Division of Occidental Mindoro makes some clarifications on queries and concerns regarding the end of school year rites, as:

1. The School Year 2021-2022 shall end on June 24, 2022. However, schools which suspended classes due to inclement weather and/or COVID-19 pandemic lock downs must comply with the required number of days stipulated in DO 29, s. 2021, thereby extending the School Year to a later date.
2. The End-of-School Year Rites may be scheduled any day from June 24 to July 2. However, schools which extended their School Year shall conduct their End-of-School Year Rites from July 4-9.
3. Schools may conduct Virtual or In-Person End-of-School Year Rites. When conducting in-person ceremonies, the school must strictly observe all standards and protocols in compliance to IATF guidelines and regulations. Also, schools must have complied with the requirements using the School Safety Assessment Tool (SSAT) in conducting Face-to-Face classes. The waiver of parents, and the permit from the Local Inter-Agency Task Force Against COVID-19 (IATF) must be secured. Coordination with the local/barangay officials are expected to have been done.

ASDS Office_rsm/06.24.2022



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f DepEd Tayo Occidental Mindoro

4. Schools are highly discouraged to hire event venues. School's open field, gymnasiums, covered spaces, and barangay open courts may be utilized once allowed by the local authorities. If the venue is outside the school premises, the district and division offices must be fully informed of its details. It is reminded that the venue to be used must only accommodate half of its capacity for schools in localities still under Alert Level 2 (Alert System of the IATF). Only one parent per candidate shall be allowed to attend the end-of-school year rites.
5. There will be no handshaking and handing of certificates or diploma. They must be taken personally by the completers/graduates on stage. It is suggested that the certificates/diplomas, arranged accordingly shall be placed on a table or shelf on the stage. Likewise, in awarding medals or certificates to the honor completers/graduates, the recipients must be called only once to come up the stage to receive all the awards and recognitions. They shall be announced all at once.
6. All schools shall adhere to the indicative program for the moving-up/graduation ceremonies. Copy of which are enclosed for your reference.
7. In singing the Farewell/Graduation/Closing Song, the completers/graduates must stay on their respective places. No formation or coming up the stage shall be done.
8. The Certificates/Diplomas must be error-free. Names, titles, dates, and LRN must be correctly written observing the style including the font styles and font sizes stipulated in DO 31, s. 2019. They must contain school/DepEd dry seal, and a documentary stamp. It is suggested (see attached sample) to place the stamp and seal at the mid-lower left of the certificate/diploma.
9. The date in the Certificates/Diplomas must be the same date of the actual End-of-School Year Rites.

For wide information and guidance.

**(Program Flow for Kindergarten Moving-Up Ceremony (Seremonya sa Pagtataas ng Baitang)
SY 2021-2022**

**K to 12 Graduates: Pursuing Dreams and Fostering Resilience in the Face of Adversity
(Gradweyt ng K to 12: Masigasig sa mga Pangarap at Matatag sa mga Pagsubok)**

- | | | | |
|-------|---|---|---|
| I. | Processional
Guests
(<i>Prosesyonal</i>) | - | Candidates for Moving Up, Parents, Faculty and

(<i>Mga Kandidato para sa Pagtataas ng Baitang,
Magulang, Guro at Panauhin</i>) |
| II. | Philippine National Anthem
<i>Pambansang Awit ng Pilipinas</i> | - | Teacher
(<i>Guro</i>) |
| III. | Invocation/Prayer
(<i>Panalangin</i>) | - | 1 Kindergarten Pupil
(<i>Isang Mag-aaral sa Kindergarten</i>) |
| IV. | Occidental Mindoro March | - | Candidates for Moving Up
(<i>Mga Kandidato sa Pagtataas ng Baitang</i>) |
| V. | Welcome Message
(<i>Bating Pagtanggap</i>) | - | Kindergarten Learner
(<i>Mag-aaral sa Kindergarten</i>) |
| VI. | Presentation of Candidates for Moving Up-
(<i>Pagpapakilala ng mga Kandidato sa
Pagtataas ng Baitang</i>) | | School Principal/Head Teacher/Teacher-In-Charge
(<i>Punongguro/Ulongguro/Gurong Namamahala</i>) |
| VII. | Certification of the Candidates for
Moving Up
Paaralan)
(<i>Pagpapatunay ng mga Kandidato
sa Pagtataas ng Baitang</i>) | - | Public Schools District Supervisor
(<i>Pangdistritong Superbisor ng Pampublikong</i>) |
| VIII. | Confirmation of the Candidates for
Moving Up
(<i>Pagpapatibay ng mga Kandidato
Sa Pagtataas ng Baitang</i>) | - | OIC-Schools Division Superintendent
(<i>Pansangay na Tagapamanihala ng mga Paaralan
Nanungkulang Opisyal</i>) |
| IX. | Distribution of Certificates
(<i>Pagbibigay ng Sertipiko ng Katunayan</i>) | - | OIC-Schools Division Superintendent
(<i>Pansangay na Tagapamanihala ng mga Paaralan
Nanungkulang Opisyal</i>) |
| X. | Moving Up Song
(<i>Awit ng Pagtataas ng Baitang</i>) | - | Candidates for Moving Up
(<i>Mga Kandidato sa Pagtataas ng Baitang</i>) |
| XI. | Closing Message
(<i>Pampinid na Pananalita</i>) | - | School Principal/Head Teacher/Teacher-In-Charge
(<i>Punongguro/Ulongguro/Gurong Namamahala</i>) |
| XII. | Recessional
(<i>Resesyonal</i>) | - | Guests, Faculty, Teachers, Parents and Completers
(<i>Mga Panauhin, Guro, Magulang at mga Nagkumpleto</i>) |

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**Program Flow for Moving Up Ceremony (Seremonya sa Pagtataas ng Baitang)
(Grade 10)
SY 2021-2022**

**K to 12 Graduates: Pursuing Dreams and Fostering Resilience in the Face of Adversity
(Gradweyt ng K to 12: Masigasig sa mga Pangarap at Matatag sa mga Pagsubok)**

- | | | | |
|-------|---|---|---|
| I. | Processional
(Prosesyonal) | - | Candidates for Moving Up, Parents, Faculty and Guests
(Mga Kandidato para sa Pagtataas ng Baitang, Magulang, Guro at Panauhin) |
| II. | Philippine National Anthem
Pambansang Awit ng Pilipinas | - | Teacher
(Guro) |
| III. | Invocation/Prayer
(Panalangin) | - | With Honors
(Mag-aaral na may Karangalan) |
| IV. | Occidental Mindoro March | - | Candidates for Moving-Up
(Mga Kandidato sa Pagtataas ng Baitang) |
| V. | Moving Up Song
(Awit ng Pagtataas) | - | Candidates for Moving-Up
(Mga Kandidato sa Pagtataas ng Baitang) |
| VI. | Welcome Address
(Bating Pagtanggap) | - | With High Honors
(Mag-aaral na may Mataas na Karangalan) |
| VII. | Presentation of Candidates for Moving Up-
(Pagpapakilala ng mga Kandidato sa
Pagtataas ng Baitang) | | School Principal/Head Teacher/Teacher-In-Charge
(Punongguro/Ulongguro/Gurong Namamahala) |
| VIII. | Certification of the Candidates for-
Moving Up
(Pagpapatunay ng mga Kandidato
sa Pagtataas ng Baitang) | | Public Schools District Supervisor
(Pangdistritong Superbisor ng Pampublikong Paaralan) |
| IX. | Confirmation of the Candidates for-
Moving-Up
(Pagpapatibay ng mga Kandidato sa)
Pagtataas ng Baitang) | | OIC-Schools Division Superintendent
(Pansangay na Tagapamanihala ng mga Paaralan
Nanungkulang Opisyal) |
| | Message by the DepEd Secretary
(Mensahe ng Kalihim ng Kagawaran ng Edukasyon) | | |
| X. | Distribution of Certificates
(Pagbibigay ng Sertipiko ng Katunayan) | - | OIC-Schools Division Superintendent
(Pansangay na Tagapamanihala ng mga Paaralan
Nanungkulang Opisyal) |
| XI. | Introduction of the Honored Guest
(Pagpapakilala sa Panauhing Tagapagsalita) | - | Teacher
(Guro) |
| XII. | Message of the Honored Guest
(Mensahe ng Panauhing Tagapagsalita) | | |
| XIII. | Giving of Awards/Recognition
(Paggawad ng Karangalan/Pagkilala) | | |
| XIV. | Thanksgiving Address
(Mensahe ng Pasasalamat) | - | With Highest Honors
(Mag-aaral na may pinakamataas na Karangalan) |
| XV. | Pledge of Loyalty
(Panunumpa ng Katapatan) | - | With Honors
(Mag-aaral na may Karangalan) |
| XVI. | Closing Song
(Pangwakas na Awit) | - | Compeleters
(Mga Nakapagkumpleto) |

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XVII. Recessional
(Resesyonal)

- Guests, Faculty, Teachers and Completers
Mga Panauhin, Guro, Magulang at mga Nataas ng Baitang)

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**Program Flow for Graduation Ceremony (Seremonya sa Pagtatapos)
(Grade 6 & 12)
SY 2021-2022**

**K to 12 Graduates: Pursuing Dreams and Fostering Resilience in the Face of Adversity
(Gradweyt ng K to 12: Masigasig sa mga Pangarap at Matatag sa mga Pagsubok)**

- | | | | |
|-------|---|---|--|
| I. | Processional
(<i>Prosesyonal</i>) | - | Candidates for Graduation, Parents, Faculty and Guests
(<i>Mga Magsisipagtapos, Magulang, Guro at Panauhin</i>) |
| II. | Philippine National Anthem
<i>Pambansang Awit ng Pilipinas</i> | - | Teacher
(<i>Guro</i>) |
| III. | Invocation/Prayer
(<i>Panalangin</i>) | - | Learner With Honors
(<i>Mag-aaral na may Karangalan</i>) |
| IV. | Occidental Mindoro March | - | Candidates for Graduation
(<i>Mga Magsisipagtapos</i>) |
| V. | Graduation Song
(<i>Awit ng Pagtatapos</i>) | - | Candidates for Graduation
(<i>Mga Magsisipagtapos</i>) |
| VI. | Welcome Address
(<i>Bating Pagtanggap</i>) | - | Learner With High Honors
(<i>Mag-aaral na may Mataas na Karangalan</i>) |
| VII. | Presentation of Candidates for Graduation-
(<i>Pagpapakilala ng Magsisipagtapos</i>) | | School Principal/Head Teacher/Teacher-In-Charge
(<i>Punongguro/Ulongguro/Gurong Namamahala</i>) |
| VIII. | Certification of the Candidates for Graduation
(<i>Pagpapatunay ng mga Magsisipagtapos</i>)
Paaralan) | - | Public Schools District Supervisor
(<i>Pangdistritong Superbisor ng Pampublikong</i>) |
| IX. | Confirmation of Candidates for Graduation-
(<i>Pagpapatibay ng Magsisipagtapos</i>) | | OIC-Schools Division Superintendent
(<i>Pansangay na Tagapamanihala ng mga Paaralan
Nanungkulang Opisyal</i>) |
| | Message by the DepEd Secretary
(<i>Mensahe ng Kalihim ng Kagwaran ng Edukasyon</i>) | | |
| X. | Distribution of Diplomas
(<i>Pagbibigay ng Katibayan ng Pagtatapos</i>) | | |
| XI. | Introduction of the Honored Guest
(<i>Pagpapakilala sa Panauhing Tagapagsalita</i>) | - | Teacher
(<i>Guro</i>) |
| XII. | Speech of the Honored Guest
(<i>Mensahe ng Panauhing Tagapagsalita</i>) | | |
| XIII. | Giving of Awards/Recognition
(<i>Paggawad ng Karangalan/Pagkilala</i>) | | |
| XIV. | Graduation Speech/Thanksgiving Address -
(<i>Mensahe ng Pagtatapos/Pasasalamat</i>) | | Learner With Highest Honors
(<i>Mag-aaral na may pinakamataas na Karangalan</i>) |
| XV. | Pledge of Loyalty
(<i>Panunumpa ng Katapatan</i>) | - | With Honors
(<i>Mag-aaral na may Karangalan</i>) |
| XVI. | Introduction to Alumni Association
(<i>Pagtatalaga ng mga Nagsipagtapos sa Alumni Association</i>) | | |

- XVII. Farewell/Closing Song
(Pangwakas na Awit) - Graduates
(Mga Nagsipagtapos)
- XVIII. Recessional
(Resesyonal) - Guests, Faculty, Teachers and Graduates
Mga Panauhin, Guro, Magulang at Nagsipagtapos)

**FORMULARYO PARA SA PAGPAPAKILALA AT PAGPAPATIBAY NG
PAGTATAPOS/PAGTATAAS NG BAITANG PARA SA PANURUANG TAON 2021-2022**

A. PAGPAPAKILALA NG MGA MAGSISIPAGTAPOS (Presentation of Candidates)

Elementarya- (Gagampanan ng Punongguro/Ulongguro/Gurong Namamahala)

Junior High School- (Gagampanan ng Punongguro/Ulongguro/Gurong Namamahala)

Senior High School- (Gagampanan ng Punongguro/Ulongguro/Gurong Namamahala)

Magandang umaga! / Magandang Hapon! / Magandang gabi!

_____, (Pinakamataas na Opisyal ng DepEd na dumalo). Ikinararantal ko pong iharap sa inyo ang ___ batang lalaki at ___ batang babae na may kabuuang bilang na ___ batang magsisipagtapos sa Paaralang Elementarya/Sekundarya ng _____ sa taong panuruan 2021-2022.

Kasiya-siya po nilang natupad ang mga kinakailangan na itinakda ng Kagawaran ng Edukasyon sa ilalim ng K to 12 Basic Education Program para sa Kurikulum ng Kindergarten/Elementarya/Junior High School. Hinihiling ko po sa _____ (Elem Pandistritong Superbisor ng mga Pampublikong Paaralan; Sec- Punongguro) ang pagpapatunay ng kanilang pagtatapos.

B. PAGPAPATUNAY NG PAGTATAAS NG BAITANG/PAGTATAPOS

(Certification of Candidates for Moving Up/ Completion/ Graduation)

(Elem—Gagampanan ng Pandistritong Superbisor sa Pampublikong Paaralan)

(Junior High School-Gagampanan ng Punongguro)

(Senior High School-Gagampanan ng Punongguro)

Bilang _____ (Pandistritong Superbisor/Punongguro), matapos ang masusing pagsusuri sa mga kinakailangang dokumento na isinumite sa aking tanggapan, napag-alaman na natupad ninyo ang mga kinakailangan para sa Pagtataas ng Baitang (moving-up)/pagtatapos. Sa pamamagitan nito, pinatutunayan ko na kayo ay karapat-dapat na mataas ng baitang/magtapos, pagkatapos ninyong kasiya-siyang matupad ang mga kinakailangan sa Kurikulum Pang-Elementarya/ng Junior High School/ng Senior High School na itinakda ng Kagawaran ng Edukasyon, sa ilalim ng K to 12 Basic Education Program. Magalang ko pong hinihiling sa ating Pansangay na Tagapamanihala ng mga Paaralan, Lynn G. Mendoza na ngayon ay kinakatawan ni _____ (sabihin ang posisyon) / Sinuman ang Pinakamataas na Opisyal na dumalo) ang pagpapatibay ng kanilang pagtatapos.

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C. PAGPAPATIBAY NG PAGTATAAS NG BAITANG/PAGTATAPOS

(Certification of Candidates for Moving Up or Completion/ Graduation)

(Pansangay na Tagapamanihala ng mga Paaralan o Pinakamataas na Opisyal ng Kagawaran ng Edukasyon)

Sa bisa ng kapangyarihang ipinagkaloob ng Kalihim Leonor Magtolis Briones ng Kagawaran ng Edukasyon sa ating Pansangay na Tagapamanihala ng mga Paaralan, Lynn G. Mendoza na ngayong ay kinakatawan ko, matapos ang pagpapatunay ng Pandistritong Superbisor/Punongguro, kayo, _____ batang lalaki at _____ batang babae na may kabuuang bilang na _____ na nakatupad sa mga pangunahing kahingian na itinakda ng Kagawaran ng Edukasyon sa ilalim ng K to 12 Basic Education Program para sa Kurikulum ng Kindergarten/Edukasyong Elementarya/Junior High School/Senior High School, ngayon ay pinagtibay ko ang inyong Pagtataas ng Baitang (moving-up)/pagtatapos sa _____ (pangalan ng paaralan) ngayong panuruang taon 2021-2022.

Binabati ko kayo!



Republika ng Pilipinas
 Republic of the Philippines
Kagawaran ng Edukasyon
 Department of Education

Old English Text MT 14
 Old English Text MT 10



Old English Text MT 16
 Old English Text MT 10

REHIYON XXX
 REGION XXX

Bookman Old Style 11
 Bookman Old Style 8

Bookman Old Style 11
 Bookman Old Style 8

SANGAY NG XXXXXXXXX
 DIVISION OF XXXXXXXX

XXXXXX HIGH SCHOOL

Bookman Old Style 14

Pinatutunayan nito na si
This certifies that

Bookman Old Style 11
 Bookman Old Style 9

JUAN A. DELA CRUZ

Learner Reference Number (LRN): xxxxxxxxxxxx

Bookman Old Style 18
 Bookman Old Style 10

ay kasiya-siyang nakatupad sa mga kinakailangan sa Kurikulum ng Junior High School na itinakda para sa
has satisfactorily completed the requirements of the Junior High School Curriculum prescribed for

Bookman Old Style 11
 Bookman Old Style 9

Mataas na Paaralan ng Kagawaran ng Edukasyon, kaya pinagkalooban siya nitong
Secondary Schools of the Department of Education and is therefore awarded this

Bookman Old Style 11
 Bookman Old Style 9

Dry Seal



Documentary Stamp

KATUNAYAN
CERTIFICATE

Bookman Old Style 18
 Bookman Old Style 11

Nilagdaan sa Xxxxxxxx, Pilipinas nitong ika-__ ng __ 2019.
Signed in Xxxxxxxx, Philippines on the __ day of __ 2019.

Bookman Old Style 12
 Bookman Old Style 9

XXXXXXXXXX
 Punongguro
 Principal

Bookman Old Style 11
 Bookman Old Style 9

Bookman Old Style 11
 Bookman Old Style 9

XXXXXXXXXX
 Pansangay na Tagapamanihala ng mga Paaralan
 Schools Division Superintendent

I