



Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
REHIYON V (BIKOL)  
**TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES**

May 26, 2026

DIVISION MEMORANDUM  
No. 606 s. 2026

**CONDUCT OF SIMULTANEOUS DISTRICT EDUCATION IN EMERGENCIES (EiE)  
CARAVAN AND LAUNCHING OF PROJECT SUPPLEMENTARY ACTIVITIES FOR  
GUIDED INSTRUCTION WITH PARENTS (SAGIP)**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors (CID and SGOD)  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary and Secondary School Heads  
All Others Concerned

1. As part of the continuous commitment of the Schools Division of Catanduanes to ensure learning safety, institutionalize disaster resilience, and guarantee delivery mechanisms during disruptions, this Office announces the conduct of the **Simultaneous District Education in Emergencies (EiE) Caravan on June 2, 2026, across all districts**. This caravan serves as the localized launching pad for the institutionalized Learning Continuity Framework structured around "Hayo to Hinay to Hinga to Hinto" and Project SAGIP (Supplementary Activities for Guided Instruction with Parents). This mechanism establishes a unified roadmap for school administrations, teaching personnel, local governance units, and community stakeholders to synchronize actions before, during, and immediately after natural calamities or emergency lines of disruption.

2. The simultaneous district-level rollout aims to:

a. Institutionalize the Hayo-Hinay-Hinga-Hinto framework among field leaders and classroom managers to govern modular and remote delivery adjustments.

b. Contextualize individual stakeholder accountability matrices—spanning School Heads, Teachers, Learners, Parents, and Local Government Units (LGUs).

c. Secure strategic commitments from LGU officials and external stakeholders regarding logistical, security, and material assistance during localized school emergencies.

d. Establish operational baselines for Project SAGIP to address critical learning gaps through structured, parent-guided supplementary interventions during periods of school modifications.



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3. The targeted participants for this simultaneous caravan are:
  - a. Public Schools District Supervisors (PSDSs)
  - b. School Heads (Elementary and Secondary)
  - c. Selected Master Teachers / Teacher-Speakers assigned for school-level rollouts
  - d. Local Government Unit (LGU) Officials (Municipal/Barangay level, DRRMC Chairpersons)
  - e. Parent-Teacher Association (PTA) Officers and Community Partners
4. Attached are the following
  - a. **Enclosure No. 1: Matrix of Activities**
  - b. **Enclosure No. 2: A Copy of Flyer for Participants to be Reproduced**
5. Administrative and Operational Arrangements
  - a. Venue and Logistics: The Public Schools District Supervisors, in coordination with Host School Heads, shall determine the centralized venue within their respective districts capable of hosting the targeted participants under safe space protocols.
  - b. Localized Invitations: School Heads are directed to formally issue invitation letters to their respective LGU officials (Mayors, Barangay Captains, and Committee Chairs on Education) at least three (3) days prior to the event.
  - c. Reporting and Monitoring: All PSDSs shall submit a comprehensive completion report of the caravan—including attendance highlights, signed stakeholder commitment lists, and photo documentation—to the Division LRMDS/ADM Focal Person on or before June 5, 2026.
6. Travel, meals, and incidental expenses incurred relative to the conduct of the simultaneous district caravan shall be charged against local school MOOE, ADM/DRRM programmatic down-downloads, or local stakeholder partnerships, subject to standard accounting and auditing rules and regulations.
7. Immediate dissemination of and strict compliance with this Memorandum is directed.

By Authority of the OIC - Schools Division Superintendent:

  
**EVA S. TOLENTINO**  
Administrative Officer V

CID/jtt  
05/26/2026



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Enclosure No. 1 to Division Memorandum No. 606 s. 2026

**MATRIX OF ACTIVITIES**

All districts shall strictly adhere to the unified program flow specified below during the simultaneous rollout on June 2, 2026, except for the time which can be adjusted to the agreed district schedule.

**Phase I: Opening Program (08:30 AM – 09:00 AM)**

Time	Activity	In-Charge / Facilitator
08:30 – 08:40	<b>Preliminaries</b> National Anthem Opening Prayer	Multimedia / Technical Committee
08:40 – 08:50	<b>Acknowledgment of Participants and Guests</b>	Master of Ceremonies
08:50 – 09:00	<b>Opening Remarks and Context Setting</b>	Host School Head

**Phase II: Plenary Sessions & Framework Discussion (09:00 AM – 11:15 AM)**

Time	Topic / Activity	Speaker / Facilitator
09:00 – 09:20	<b>I. Introduction and the Continuity Framework</b> “Hayo to Hinay to Hinga to Hinto”	<b>Public Schools District Supervisor (PSDS)</b>
09:20 – 10:15	<b>II. Stakeholders’ Roles and Deliverables</b> a. School Heads b. Teachers c. Home and Community Partners d. Learners e. LGU and Community Support	<b>School Head (Facilitator)</b> Selected Teacher-Speakers/ Assigned School Heads per sub-topic



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Time	Topic / Activity	Speaker / Facilitator
10:15 – 10:45	<b>III. Hinay/ Ease-In Experience</b>	<b>Public Schools District Supervisor (PSDS)</b>
10:45 – 11:15	<b>IV. Project SAGIP for EIE</b> (Hinay Learning Experience)	<b>PSDS / School Head</b>

**Phase III: Collaboration and Closing (11:15 AM – 12:00 PM)**

Time	Activity	In-Charge / Facilitator
11:15 – 11:45	<b>Open Forum / Inter-Agency Collaboration/Walkthrough of SAGIP Learning Resources</b> LGU Commitment and Feedback Signing	<b>PSDS (Facilitator)</b>
11:45 – 11:55	<b>Synthesis and Closing Message</b>	Assigned Personnel
11:55 – 12:00	<ul style="list-style-type: none"><li>• Closing Prayer</li><li>• Photo Opportunity</li><li>• <b>Adjournment</b></li></ul>	Master of Ceremonies / All Participants



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Enclosure No. 2 to Division Memorandum No. 606 s. 2026

**A COPY OF FLYER FOR REPRODUCTION AND DISTRIBUTION TO PARTICIPANTS:**

**GABAY SA MAGULANG: MALIGAYANG PAGDATING SA PROJECT SAGIP!**  
Schools Division of Catanduanes

Ano ang **Project SAGIP**?

✓ Ang SAGIP ay akronim o daglit ng **Supplementary Activities for Guided Instruction with Parents**. Ito ay isang programa ng DepEd Catanduanes upang gabayan kayo—ang aming mga katuwang na magulang—sa pagpapatuloy ng pag-aaral ng inyong mga anak sa panahon ng kalamidad, bagyo, o emergency. Hindi ibig sabihin nito na kayo ang magiging guro; kayo ang magiging gabay at kasangga ng paaralan.

**Ang Ating Gabay: Ang "4Hs" Framework**

Kapag may emergency o suspensiyon ng klase, dadaan ang pag-aaral sa apat (4) na yugto. Narito ang inyong papel sa bawat yugto:

**1. HAYO (Ready, Set, Go!)**

Ano ito: Ang mabilis na paghahanda bago o sa unang araw ng aberya.

Gawain ng Magulang: Siguraduhing ligtas ang pamilya. Ihanda ang mga learning materials o home learning kits na ibinigay ng guro sa isang ligtas na bahagi ng bahay.

**2. HINAY (Steady Pacing)**

Ano ito: Ang dahan-dahan ngunit tuloy-tuloy na pag-aaral gamit ang gabay ng magulang. Gawain ng Magulang: Dito pumapasok ang Project SAGIP. Gamitin ang mga Supplementary Activities (mga karagdagang pagsasanay) na madaling sundan. Maglaan ng 1 hanggang 2 oras bawat araw para maupo kasama ang anak at kamustahin ang kanyang mga sagot.

**3. HINGA (Wellness & Reflection)**

Ano ito: Oras para sa emosyonal at mental na kalusugan ng bata.

Gawain ng Magulang: Huwag pilitin ang bata kung ito ay stressed o pagod. Bigyan sila ng break. Hikayatin silang magkuwento o mag-drawing tungkol sa kanilang nararamdaman sa panahon ng emergency.

**4. HINTO (Strategic Pause)**

Ano ito: Ang sandaling paghinto kung matindi ang kalamidad (hal. walang kuryente, nasalanta ang bahay).

Gawain ng Magulang: Unahin ang kaligtasan at buhay bago ang modyul. Makipag-ugnayan sa guro o barangay kapag maayos na ang sitwasyon upang masabing ligtas ang bata.



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### 3 Simpleng Tips para sa "Guided Instruction" sa Bahay

**Magtakda ng Espasyo:** Hindi kailangang malaki ang mesa. Kahit sa isang sulok na tahimik, basta malinis at maliwanag, doon pag-aralin ang bata.

**Huwag Ibigay ang Sagot:** Gabayan lang sila sa pagbasa ng panuto. Kung hindi alam ng bata ang sagot, markahan ito at sabihing, "Itatanong natin ito kay titser pagka-text o pagkabalik sa paaralan."

**Buksan ang Komunikasyon:** Huwag mahihiyang mag-text o tumawag sa guro ng inyong anak kung may hindi naiintindihan sa mga supplementary activities. Suporta ng Ama at Ina, Gabay sa Intelligenteng Pinoy! Sama-sama nating SAGIPIN ang edukasyon ng bawat Batang Catandunganon.

#### **Paalala:**

Ang mga learning materials ay hindi na po tatawaging modules kundi **SAGIP Learning Materials**. Iiwasan na rin ang mga katagang mag- e ADM o mag momodule, kundi mag sa-SAGIP.



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