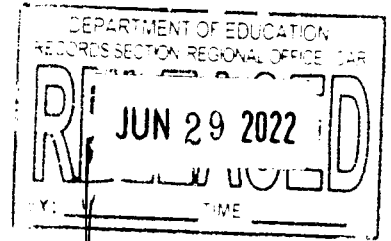




Republic of the Philippines
Department of Education
 Cordillera Administrative Region



June 24, 2022

REGIONAL MEMORANDUM
 No. 306-2022

DISSEMINATION ON THE DEPLOYMENT OF THE IMPLEMENTATION SURVEY FOR THE PROGRESSIVE EXPANSION OF FACE-TO-FACE (F2F) CLASSES

To: Assistant Regional Director
 Schools Division Superintendents
 School Heads of Public and Private F2F Schools
 All Others Concerned

- Relative to Memorandum OUCOS-PS-2022-065 on the deployment of the implementation survey for the progressive expansion of face-to-face (F2F) classes, this office through the Quality Assurance Division (QAD) requests the SDOs to submit the name of their focal person for the deployment of the said implementation survey through the link <https://forms.gle/HjJQMja4Ege6QD5C7>.
- The survey form links for the target respondents with the time frame for the administration of the survey are presented below:

Survey Form Link	Time Frame
Online (Google Form):	
Learners: K-Grade 3: https://bit.ly/F2FKto3 Learners: Grade 4-6: https://bit.ly/F2F4to6 Learners Grade 7-12: https://bit.ly/F2F7to12	June 21 – 30, 2022
Teachers: https://bit.ly/F2FTeachers Parent/Guardian: https://bit.ly/F2FMagulang Community Member: https://bit.ly/F2FKomunidad School Head: https://bit.ly/F2FSchoolHeads	June 24 – 30, 2022

Offline (Paper-based forms) and consent form: https://bit.ly/F2FClassPaperFormat	Deadline for Encoding and submission
Learners	July 8, 2022
Parents/guardians, Teachers, School Head, Community Members	July 15, 2022

QAD/CDBJr/elg



3. The list of target schools for DepEd – CAR is shown below:

SDOs	School Name
Baguio City	Lucban ES
Benguet	Sapda-an PS
Kalinga	Dacalan ES
Ifugao	Lucban ES
Benguet	Itogon Central School
Benguet	Lao-angan BS
Ifugao	Catubangan ES
Tabuk City	San Julian ES
Benguet	Lebeng ES
Apayao	Naguilian Sur ES
Benguet	Nabalicong – Saltin ES
Mt. Province	Bunga NHS
Ifugao	Haliap NHS
Apayao	Consuelo NHS
Tabuk City	Jesus Cares Learning Center of Tabuk, Inc.

4. Enclosed is the Memorandum OUCOS-PS-2022-065.
5. For details or queries, kindly contact the Quality Assurance Division (QAD) at Tel. No. 422-1381 (local 1201) or email at quad.depedcar@gmail.com
6. Widest dissemination of this Memorandum is desired.

ESTELA P. LEON-CARIÑO, EdD, CESO III
Director IV/ Regional Director

By the authority of the Regional Director:


FLORANTE E. VERGARA
Director III/ Assistant Regional Director



Republic of the Philippines
Department of Education
OFFICE OF THE SECRETARY

MEMORANDUM

OUCOS-PS-2022-065

FOR: Regional Directors
Concerned Schools Division Superintendents
School Heads of Public and Private F2F Schools

ATTN: Regional QAD Chiefs

FROM: 
ROGER B. MASAPOL
Director IV, Planning Service

SUBJECT: Deployment of the Implementation Survey for the Progressive Expansion of Face-to-face (F2F) Classes

DATE: June 20, 2022

The Department of Education (DepEd) has transitioned from its pilot implementation of face-to-face (F2F) classes, which started in November 2021, to implementing the Progressive Expansion of Face-to-Face classes, following the President's approval on its recommended implementation last January 17, 2022. The progressive expansion of F2F classes is guided by the DepEd – Department of Health (DOH) Joint Memorandum Circular (JMC) No. 1, s. 2022 otherwise known as the *Revised Operational Guidelines on the Progressive Expansion of Face to Face Learning Modality* and DepEd Order o. 17, s. 2022 otherwise known as the *Guidelines on the Progressive Expansion of Face To Face Classes* which ensures the safe implementation of F2F classes while addressing teaching and learning challenges encountered in distance education.

As part of the assessment of its implementation, DepEd will deploy the **implementation survey for the progressive expansion of F2F classes** which aims in assessing the implementation and determining future policy action. Specifically, the survey aims to understand the overall perception and observations of the learners, teachers, parents, school heads and community members, particularly on their feeling of safety while in school premises; learning behavior as reported by themselves, their parents, and their teachers; and their satisfaction on the implementation of health and safety protocols and on the blended learning modality.

In line with this, DepEd is hereby deploying the **implementation survey for the progressive expansion of F2F classes** to concerned Regional Offices (ROs), Schools Division Offices (SDOs), and the public and private schools participating in the implementation of F2F classes. The survey will be answered by learners, parents, teachers, school heads, and community members who participated in the implementation of progressive expansion of F2F classes. **All parents of learner-respondents shall provide their consent (Attachment A). This survey will not in any way affect their continuous participation in and implementation of the progressive expansion of F2F classes.**

The survey will run on the following schedule:

- a. **ONLINE SUBMISSION.** This schedule is for the respondents who can respond through Google Form.

Target Respondent	Deployment Schedule
Learners	June 21 – 30, 2022
Teachers, school heads, parents/guardians, and community members	June 24 – 30, 2022

- b. **PAPER AND PENCIL.** For the respondents who have no or limited internet access, below is the schedule for deadline for encoding and submission through Google Form.

Target Respondent	Deadline for Encoding and Submission
Learners	July 08, 2022, 11:59PM
Teachers, school heads, parents/guardians, and community members	July 15, 2022, 11:59PM

All responses shall be used to assess the implementation and future policy actions. **Attachment B** outlines the protocols in administering and answering the survey while **Attachment C** provides the list of target schools.

Personnel from the **Quality Assurance Division (QAD)** of the ROs with the assistance of SEPS for School Management and M&E (SMME) and the SEPS for Planning and Research, shall closely coordinate with the identified schools to provide assistance in administering the survey. All attachments in this memo can be accessed at <https://bit.ly/F2FSurveyAttachments> .

For clarifications and inquiries, please contact the PRDD-PS through email at ps.prd@deped.gov.ph.

For your reference and appropriate action.

NOTED BY:

ATTY. NEPOMUCENO A. MALALUAN
Undersecretary and Chief of Staff

Attachment A: **Parent's Consent Form**

Pangalan ng Paaralan: _____

Pahintulot ng Magulang sa Paglahok ng Anak sa F2F Class Implementation Survey (K-12 learner survey)

Mahal naming mga magulang,

Imbitasyon sa paglahok:

Bilang bahagi ng implementasyon ng face-to-face na klase na isinagawa ng Kagawaran ng Edukasyon (DepEd) at ng inyong paaralan, nais naming malaman ang naging karanasan ng mga mag-aaral habang sila ay pumapasok sa paaralan sa pamamagitan ng paglahok sa survey na ito. Ang iyong anak ay napili sa pamamagitan ng random sampling ng paaralan upang magsagot ng survey.

Layunin ng parental consent form na ito na bigyan ka ng impormasyon na makakatulong sa iyong pagpapasya kung magbibigay ka ng pahintulot para sa iyong anak na lumahok sa survey na ito.

Tungkol sa survey:

Ang sumusunod ay isang maikling buod ng survey na ito upang matulungan kang magpasya kung gusto mong maging bahagi ng survey na ito ang iyong anak.

1. Layunin ng survey na ito na matukoy ang kabuuang karanasan, kasiyahan o satisfaction, at mga problemang nararanasan ng inyong anak habang isinasagawa ang face-to-face na klase.
2. Ang pagsasagot sa survey na ito ay hindi makakaapekto sa partisipasyon ng inyong anak sa paglahok sa face-to-face na klase. Bagkus, ang makukuhang impormasyon dito ay makakatulong upang mas mapaunlad pa ang ating polisiya sa face-to-face na klase.
3. Sa bawat baitang o grade level, tatlong mag-aaral ang napili upang sumagot ng survey.

Paraan ng Pagsagot ng Survey

Kung ang iyong anak ay nasa K-3, narito ang mga paraan upang makapagsagot ang iyong anak ng survey:

1. Ang pagsagot ng survey na ito ay kayang tapusin sa loob ng 10-15 minuto.
2. Gagabayan siya sa pagsasagot ng guro nang sa gayon ay mas madali niya itong masagutan.
3. Ibibigay ng guro ang papel at ang lapis/bolpen upang makapagsagot ng survey.
4. Kung kayang sagutan ng mag-aaral nang mag-isa ang survey, nakabantay lamang ang guro sa kanya para sa kaniyang mga katanungan.

Kung ang iyong anak naman ay nasa Grade 4-12, narito ang mga paraan upang makapagsagot ang iyong anak ng survey:

1. Ang iyong anak ay maaaring sumagot sa Google Form kung may kung may access sa internet.
2. Kung mahihirapan sumagot sa Google Form, maaari ring sumagot gamit ang paper format survey na ibibigay ng paaralan.
3. Pagkatapos sagutan ang paper format survey, ibigay ito sa school encoder upang mailagay ang mga sagot sa Google Form.

Pagiging Kumpidensiyal ng Survey

Ang sagot ng iyong anak sa survey ay ilalagay ng school encoder sa Google Form na binigay ng DepEd. Ang lahat ng sagot ng iyong anak sa survey na ito ay mananatiling **kumpidensyal**. Tanging ang school encoder at ang Planning Service - Policy Research and Development Division (PS-PRDD) lamang ang makaka-access ng survey na sinagutan ng iyong anak. Ang resulta ng survey na ito ay gagamitin upang makabuo ng ulat o report patungkol sa limited face-to-face classes nang hindi nababanggit ang pangalan ng iyong anak.

Boluntaryong pakikilahok:

Ang paglahok ng iyong anak sa survey na ito ay **boluntaryo**. Maaaring tanggihan ng iyong anak ang pakikilahok anumang oras. Maaari mo ring bawiin ang inyong pahintulot sa paglahok ng inyong anak sa survey anumang oras at ang pagbawi ay walang kaakibat na parusa. Hindi rin ito makakaapekto sa grado ng iyong anak. Gayundin, walang anumang kapalit na matatanggap ang iyong anak sa paglahok sa pagsasagot ng survey na ito.

Impormasyon sa pakikipag-ugnayan:

Kung may katanungan tungkol sa survey na ito, makipag-ugnayan sa inyong paaralan o sa PS-PRDD. Maaaring magpadala ng email message sa ps.prd@deped.gov.ph o tumawag sa (02) 8635-3976.

PAHINTULOT NG MAGULANG:

Sa pamamagitan ng pagpirma sa ibaba, nagbibigay ka ng pahintulot para sa iyong anak na lumahok sa F2F Implementation Survey. Pakilagyan ng tsek ang opsyon na naaangkop sa iyo bago pumirma:

- Nagbibigay ako ng pahintulot para sa aking anak na lumahok sa pagsagot ng survey.
- Hindi ako nagbibigay ng pahintulot para sa aking anak na lumahok sa pagsagot ng survey.

Pangalan ng iyong anak: _____

Pangalan ng magulang: _____

Lagda ng magulang: _____

Petsa ng paglagda: _____

ATTACHMENT B
Deployment Protocols for the Implementation Survey for the Progressive Expansion of F2F Classes

IMPLEMENTATION ARRANGEMENTS:

- The implementation survey for the Progressive Expansion of F2F Classes shall be deployed primarily through Google Forms. **The links to the survey forms shall be e-mailed directly to the schools.**
- The deployment schedule for survey shall be as follows:
 - **Learners: June 21-30, 2022**
 - **Other respondents: June 24-30, 2022**
- All respondents and/or schools are highly encouraged to submit their responses through the Google Forms (online) **until June 30, 2022.**
- For respondents and/or schools with difficulty in accomplishing/ answering the survey (e.g., no internet connection/electricity) through the Google Form (online), respondents shall accomplish/ answer the paper format survey and submit it to their respective schools. The school shall consolidate and submit the accomplished paper format survey to their school encoder or SDO-SMME, whichever is applicable, for encoding in the Google Form.
- Responses from the **Paper and Pen Survey (PPS)** shall be submitted on the following schedule:
 - **Learners: July 08, 2022, 11:59pm**
 - **Other respondents: July 15, 2022, 11:59pm**
- The **school encoder** is a school personnel to be designated by the school head and has the capacity to encode survey responses (e.g., with internet connection and electricity). The teacher who administered the survey for K-3 can also encode the responses in the Google Form. There can be one or more designated school encoders. They are expected to:
 - Ensure that the responses of the respondents (e.g., learners, teachers, etc.) in the survey are complete before encoding in the Google Form (online).
 - Ensure that all information and responses shall not be shared to anyone and shall comply with the Data Privacy Act.
 - Ensure that after encoding the responses in the Google form, paper-based form/survey shall be stored safely and securely.
 - The paper format responses must be shredded or burned once advised by PS-PRDD.
- The **Quality Assurance Division (QAD)** together with the concerned SDOs, shall coordinate and monitor the schools for the submission of the survey. If there are challenges encountered in the submission of responses in a given time, kindly inform and coordinate with PS-PRDD via email at ps.prd@deped.gov.ph or call (02) 8635-3976.

RANDOMIZATION STRATEGY

- The schools identified to participate in the survey (**Attachment C**) shall randomize the selection of learners, parents, and community members.
- ALL school heads of identified schools shall respond to the survey for school heads.
- One (1) teacher per grade level of identified school shall respond to this survey.
- The school shall identify respondents per grade level through a simple randomization using the fishbowl method. Per grade level, the school shall select twice the required number of respondents in order to have a buffer list of respondents in case the identified respondents were not available or

withdrew their participation. *Example: For Kindergarten learners, the maximum number of learners (as respondents) is 3. The school shall identify 6 learners (as possible respondents). From 6 learners, only 3 learners shall respond/answer the survey.*

SPECIFIC PROTOCOLS PER RESPONDENT

- Below are the specific protocols in deploying, administering, and answering the survey per respondent:

FOR KINDERGARTEN AND GRADES ONE TO THREE LEARNERS

<p>Survey Administration</p>	<ul style="list-style-type: none"> • The school must randomly select a max of 3 per grade level learners in each grade level to participate in the survey. • The school shall prepare the paper format of the survey before its administration to the learners. A parent's consent form must be attached in the survey questionnaire of the learner (<i>please see Attachment B for the Consent Form</i>) • The K-3 survey for the learners shall be administered by a teacher. The teacher shall assist the learners in answering the survey, especially in translating the questions in Mother Tongue.
<p>Submission requirement</p>	<p>Submission to encoder:</p> <ul style="list-style-type: none"> • The teacher must submit the accomplished survey to the designated school encoder. However, the teacher who administered the survey for K-3 can also encode the responses in the Google Form. • The school encoder shall encode the responses of the learners in the Google form individually.

FOR GRADES FOUR TO TWELVE LEARNERS

<p>Survey Administration</p>	<ul style="list-style-type: none"> • The school must randomly select a max of 3 learners in each grade level to participate in the survey. A parent's consent form must be attached in the survey questionnaire of the learner (<i>please see Attachment B for the Consent Form</i>) • Online: In areas with access to the internet, learners shall respond to the survey through a Google Form link provided • Offline: In areas without internet access, learners must answer the survey using the paper format and submit it to the school encoder.
<p>Submission requirement</p>	<ul style="list-style-type: none"> • For respondents without internet access, the school encoder shall encode the responses of the learners in the Google form individually

FOR PARENTS OF PARTICIPATING LEARNERS IN THE PILOT LIMITED F2F CLASSES

<p>Survey Administration</p>	<ul style="list-style-type: none"> • The school must randomly select a max of 3 parents per school to participate in the survey. • Online: In areas with internet access, parents shall respond to the survey through a Google Form link to be provided/forwarded by the school. • Offline: In areas without internet access, parents must answer the survey using the paper format. The teacher shall only assist the parents who have difficulty in answering the survey.
<p>Submission requirement</p>	<ul style="list-style-type: none"> • The parents or the teacher must submit the accomplished paper format survey to the school encoder • For respondents without internet access, the school encoder shall encode the responses of the parents in the Google form individually.

FOR TEACHERS INVOLVED IN THE PILOT LIMITED F2F CLASSES

<p>Survey Administration</p>	<ul style="list-style-type: none"> • Target schools will select one teacher per grade level who participated in the F2F classes, to answer the survey. • Online: In areas with internet access, teachers shall respond to the survey through the Google Form link to be provided. • Offline: In areas without internet access, teachers must answer the survey using the paper format. The teacher must submit the accomplished survey to the school encoder
<p>Submission requirement</p>	<ul style="list-style-type: none"> • For respondents without internet access, the school encoder shall encode the responses of the teachers in the Google form individually

FOR COMMUNITY MEMBERS INVOLVED IN THE PILOT LIMITED F2F CLASSES

<p>Survey Administration</p>	<ul style="list-style-type: none"> • Target schools shall invite a max of 3 community members to participate in the survey through Google Form. • Online: In areas with internet access, community members shall respond to the survey through the Google Form link to be provided. • Offline: In areas without internet access, community members must answer the survey using the paper format and submit the accomplished survey to the school encoder
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Submission requirement	<ul style="list-style-type: none"> • For respondents without internet access, the school encoder shall encode the responses of the community members in the Google form individually
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FOR SCHOOL HEADS

Survey Administration	<ul style="list-style-type: none"> • ALL school heads of identified schools shall participate in the survey. • Online: In areas with internet access, school heads shall respond to the survey through a Google Form link to be provided • Offline: In areas without internet access, school heads must answer the survey using the paper format and submit the accomplished survey to the school encoder
Submission requirement	<ul style="list-style-type: none"> • For respondents without internet access, the school encoder shall encode the responses of the school head in the Google form

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DIVISION	SCHOOL ID	SCHOOL NAME
Baguio City	136394	Lucban ES
Benguet	219532	Sapda-an PS
Kalinga	136123	Dacalan ES
Ifugao	220003	Lucban ES
Benguet	135524	Itogon Central School
Benguet	135574	Lao-angan BS
Ifugao	135770	Catubangan ES
Tabuk City	136011	San Julian ES
Benguet	219524	Lebeng ES
Apayao	135241	Naguilian Sur ES
Benguet	135486	Nabalicong-Saltin ES
Mt. Province	319224	Bunga NHS
Ifugao	305173	Haliap NHS
Apayao	318805	Consuelo NHS
Tabuk City	480507	Jesus Cares Learning Center Of Tabuk, Inc.