



Republic of the Philippines
Department of Education
REGION X

DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

21 May 2024

DIVISION MEMORANDUM

No. 373 s.2024

REITERATION OF THE NO COLLECTION POLICY GUIDELINES FOR THE
GRADUATION/MOVING-UP CEREMONY

TO: PUBLIC SCHOOL DISTRICT SUPERVISORS
PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS
TEACHING AND NON-TEACHING PERSONNEL

1. Pursuant to DepEd Order No. 003, s. 2024, DO 022, s. 2023 and DepEd Memorandum 023, s. 2024 titled Conduct of the K to 12 Basic Education Program End-of-School-Year Rites for the School Year 2023-24, all school heads are hereby directed not to collect any contributions relative to the conduct of the Graduation/Moving Up ceremony.
2. The following provisions articulated in DO 009 s. 2023 are hereby reiterated:
 - a. Graduation and Moving-Up ceremonies shall be simple but meaningful. Thus, it shall be conducted without excessive spending, extravagant attire, or extraordinary venues.
 - b. Non- academic projects articulated in DO 66. S. 2017 such as attendance at field trips, film showings, Junior Senior Promenade, and other school events, shall not be imposed as graduation or completion requirements.
 - c. For public schools, expenses relative to the activity shall be charged to the school's Maintenance and Other Operating Expenses (MOOE), subject to existing guidelines.
 - d. **No DepED personnel shall be allowed to collect any kind of contribution or fee for the Graduation/Moving-Up Ceremony.**
3. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment is accorded to all personnel regardless of age, gender and sexual orientation, disability, religion, and ethnicity.
4. This Office directs the immediate and widest dissemination of this Memorandum.

ROY ANGELO E. GAZO
Schools Division Superintendent

Encl.:

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

POLICY ACTIVITIES