



Republic of the Philippines  
**Department of Education**  
REGION III  
SCHOOLS DIVISION OFFICE OF PAMPANGA

February 26, 2020

DIVISION MEMORANDUM

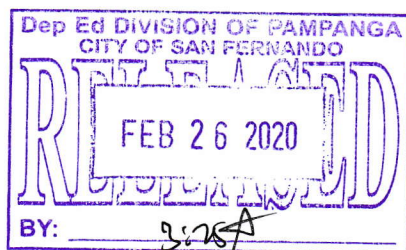
NO. 119, s. 2020

**DESIGNATION OF PRINCIPAL AS SUBJECT/SPECIAL PROGRAM COORDINATOR**

TO : CID & SDO Chiefs, Education Program Supervisors  
Public Schools District Supervisors, Principals of Public Elementary & Secondary Schools

1. The Department of Education recognizes the vital contributions of the front liners in fostering learning and creating innovations to improve students' outcomes pursuant to DepEd Memorandum No. 2, s. 2020 by awarding the *Secretary's Award for Excellence in Curriculum and Instruction* for the most learning-focused schools, division and regional offices.
2. Relative to the above cited intention, this Office sets its direction starting this year through the designation of principal as subject/special program coordinator within the district/cluster. Principal-in-charge of the learning area/special program shall be called for meetings at the division office to maximize teacher's contact hours with learners pursuant to DepEd Order No. 9, s. 2005 titled *Instituting Measures to Increase Engaged Time-on-Task*. Thus, former designations of subject-area coordinators shall be revoked and teachers focusing on classroom instruction is strongly emphasized. However, the school/district property custodian/supply officer's designations shall not be cancelled because their role is seen as crucial in the proper distribution, care, recording and disposal of textbooks, teacher's manuals, other school supplies and the preparation of consolidated inventory report as specified in DepEd Order No. 14, s. 2012 and D.O. No. 26, s. 2007.
3. Immediate dissemination of this Memorandum is earnestly desired.

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