



Republic of the Philippines  
Department of Education  
REGION VIII - EASTERN VISAYAS

August 1, 2022

REGIONAL MEMORANDUM

No. **868**, s. 2022

**SEPARATION OF PUBLIC SCHOOL ANNEXES IN BASIC EDUCATION**

To: Schools Division Superintendents  
All Others Concerned

1. In compliance with DepEd Order 40, s. 2014 entitled "**Establishment, Merging, Conversion, and Naming/Renaming of Public Schools, and Separation of Public School Annexes in Basic Education**" under IV. Procedures (A.1) paragraph 3, stated as "*It shall be the policy of DepEd not to establish a new school annexes. Thus, after the effectivity of these guidelines, all requests for the creation of school annexes shall be treated as requests for establishment of new schools*".
2. Therefore, this Office through the Quality Assurance Division, informs the field that all annex schools established prior to August 26, 2014, the reckoning date for the issuance of the above-mentioned DepEd Order are required to apply for establishment of school on or before June 30, 2023. Failure of the school to apply on the said date will no longer be accepted.
3. The Schools Division Superintendents through the assigned coordinators are hereby requested to provide technical assistance to the applicant schools to ensure that compliance with the standards and requirements are met.
4. Immediate dissemination of and compliance with this memorandum are desired.

  
**EVELYN R. FETALVERO, CESO IV**  
Regional Director

QAD-RRC

Enclosures: none  
References: DepEd Order 40, s. 2014  
To be indicated in the Perpetual Index under the following subjects:

ESTABLISHMENT OF SCHOOL

GOVERNMENT AUTHORITY, SCHOOL OPERATION

