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Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

DIVISION MEMORANDUM

No. 42, s. 2026

**GUIDELINES FOR INFORMATION DISSEMINATION AND FEEDBACK
MECHANISMS OF THE STRENGTHENED SENIOR HIGH
SCHOOL (SSHS) IMPLEMENTERS**

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

1. Per unnumbered memorandum titled Guidelines for Information Dissemination and Feedback Mechanisms of the Strengthened Senior High School (SSHS) Implementers, this Office disseminates this document to schools participating in the SSHS pilot implementation.
2. These guidelines apply solely and exclusively to the SHS pilot implementers during the school year 2025-2026 and 2026-2027, in accordance with DepEd Memorandum No. 048, s. 2025 titled Pilot Implementation of the SHS Curriculum for Grade 11 in School Year 2025-2026.
3. Attached is the memorandum for your reference.
4. For information and widest dissemination.

VILMA D. EDA, CESO V
Schools Division Superintendent

Encl.: As stated
Reference:

JMC-MPC-M-SSHS Communication Guidelines
To be indicated in the Perpetual Index
Under the following subjects:

GUIDELINES

SSHS



Address: Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur
Telephone No: (077) 722-20-23 / (077) 632-05-33
Email Address: vigan.city@dep.gov.ph
Website: www.depedviganacity.com

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Republic of the Philippines
Department of Education
OFFICE OF THE SECRETARY

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MEMORANDUM

TO : Regional Directors
Schools Division Superintendents
Strengthened Senior High School Regional, Division,
and School Focal Persons
All Others Concerned

FROM : [REDACTED]
ATTY. FATIMA LIPP D. PANONTONGAN
Undersecretary and Chief of Staff
Office of the Secretary

[REDACTED]
MALCOLM S. GARMA
Undersecretary for Governance and Operations

SUBJECT : **GUIDELINES FOR INFORMATION DISSEMINATION AND
FEEDBACK MECHANISMS OF THE STRENGTHENED SENIOR
HIGH SCHOOL PILOT IMPLEMENTERS**

DATE : JAN 14 2026



1. The Department of Education (DepEd) issues the enclosed **Guidelines for Information Dissemination and Feedback Mechanisms of the Strengthened Senior High School (SSHS) Implementers**.
2. These guidelines support consistent program implementation, facilitate rapid problem-solving, and ensure that challenges are identified and addressed promptly.
3. All regional offices are enjoined to disseminate this document to schools division offices and schools participating in the SSHS pilot implementation. These guidelines apply solely and exclusively to the SSHS pilot implementers during school year 2025–2026 and 2026–2027, in accordance with DepEd Memorandum No. 048, s. 2025 titled Pilot Implementation of the Strengthened Senior High School Curriculum for Grade 11 in School Year 2025–2026.
4. For inquiries or clarification, you may contact the **SSHS Secretariat** through email at strengthenedshs@deped.gov.ph.
5. Immediate dissemination of this Memorandum is desired.

Encl.: As stated

JMC, MPC, M SSHS Comm Guidelines
0008 - January 8, 2026



2/F Rizal Building, DepEd Complex, Meralco Avenue, Pasig City
Telephone No.: (02) 8687-2922; 8687-4177; 8636-4995; 8636-4876; Website: www.deped.gov.ph

(Enclosure to Memorandum)

**GUIDELINES FOR ANNOUNCEMENT AND FEEDBACK MECHANISMS
OF STRENGTHENED SENIOR HIGH SCHOOL PILOT IMPLEMENTERS**

I. BACKGROUND

Effective information dissemination and feedback mechanisms play an important role in ensuring the success of the pilot implementation of the Strengthened Senior High School (SSHS) Program. Clear and timely communication will help stakeholders develop a shared understanding of the program objectives, implementation procedures, and policy updates, thereby reducing inconsistencies and confusion across pilot schools. Equally important are structured feedback channels that enable ground-level practitioners to report implementation challenges, resource gaps, and emerging issues to program leadership. These mechanisms transform implementation from a one-way directive into a dynamic learning process, thus allowing the program to identify problems early and make evidence-based adjustments before scaling.

In this regard, this Office issues the following guidelines to establish standardized information dissemination and feedback mechanisms for all SSHS pilot implementers.

II. OBJECTIVES

These guidelines are intended to

- provide protocols for information dissemination across governance levels; and
- establish feedback mechanisms to ensure proper documentation and timely responses.

III. SCOPE

These guidelines shall apply to the 891 pilot schools of the SSHS Program, and their respective school division offices (SDOs) and regional offices (ROs). Schools that are not part of the SSHS pilot implementation should refrain from participating in any of the platforms specified in this policy. These guidelines shall be in effect from SYs 2025-2026 to 2026-2027.

IV. ANNOUNCEMENT AND FEEDBACK GUIDELINES

A. Platforms and Tools

The DepEd shall utilize the following platforms and tools to communicate instructions, raise concerns, and provide technical assistance relevant to the SSHS pilot implementers:

i. Online Directory

Regional offices (ROs), SDOs, and Pilot Schools shall each designate at least one SSHS focal person. All SSHS regional, division, and school focal persons shall complete the online directory, accessible at

tinyurl.com/Coors-SSHS, to ensure proper receipt of program information. Any changes in focal person assignments must be reported to the SSHS Secretariat for timely updating of the directory and mailing list. Only the designated focal persons will be invited to join the communication platforms. In cases of personnel changes, the outgoing focal person shall ensure that the incoming focal person has joined all relevant platforms before transitioning out of the role.

ii. Social Media Group

All SSHS focal persons are invited to join the group tinyurl.com/SSHS-Facebook-Group, which was created and is maintained by the SSHS Secretariat for faster communication across governance levels. This platform shall be used to disseminate information and instructions, as well as to raise concerns and inquiries related to the implementation of SSHS.

iii. Email

Email shall be used for information dissemination and formal reporting of complaints, non-compliance, and other concerns. The SSHS Secretariat shall be responsible for managing the email (strengthenedshs@deped.gov.ph) and coordinating concerns, inquiries, and reports to relevant offices for appropriate response.

iv. DepEd Website

The DepEd official website has a dedicated webpage for the SSHS, which may be accessed through deped.gov.ph/strengthened-shs-program. It shall be used as a repository for SSHS-related materials and references. The webpage shall be regularly updated by the SSHS Secretariat in coordination with the Public Affairs Service (PAS).

v. Check-In Meetings

The SSHS Secretariat shall organize regular check-in meetings with all SSHS focal persons. The meetings shall serve as an avenue to explain new guidelines, seek clarifications, and provide immediate feedback. Memoranda shall be issued before each meeting for further details.

Regional and division focal persons are likewise encouraged to conduct their own check-in meetings to monitor program implementation within their jurisdictions, identify context-specific gaps and challenges, solicit best practices and recommendations, and provide technical assistance to implementers.

vi. Regional Communication Channels

Regional focal persons are encouraged to establish their own communication channels with their respective division focal persons and school heads to facilitate coordination within their regions.

B. Communication Process Flow

- i. The **CO**, through the SSHS Technical Working Group (TWG) and Secretariat, shall formulate policies and develop materials and tools, ensuring it fulfills its duties and implements plans and activities for the SSHS Pilot Program, in accordance with OO-OSEC-2025-143. These shall be uploaded to the appropriate channels and shall be disseminated to the ROs.
- ii. The **CO** may also conduct regular check-in meetings and release communication materials, including but not limited to email newsletters, social media posts, and post-meeting kits, directly to field implementers for efficiency.
- iii. The **ROs, through the Curriculum and Learning Management Division (CLMD)**, shall cascade the policies, materials, and tools to the concerned SDOs.
- iv. The participating **SDOs, through the Curriculum Implementation Division (CID)**, shall communicate the policies, materials, and tools to pilot schools, both public and private.
- v. The **pilot schools**, through the School Head, shall implement the policies, utilize the materials and tools, and take action on requests, invitations, and complaints, among others.

C. Feedback Process Flow

- i. Inquiries and concerns from the **pilot schools** should be directed to their SSHS focal person at the **SDO** level. SDOs shall respond and provide technical assistance within three working days upon receipt of the inquiry or concern.
- ii. As appropriate, **pilot schools** may also copy furnish their RO and the Central Office (CO) Secretariat through strengthenedshs@deped.gov.ph. However, concerns are expected to be addressed at the division or regional level first, with CO support provided only when necessary.
- iii. The **SDOs** shall elevate concerns and inquiries to the ROs in cases where further guidance is needed. The SDOs shall also inform ROs about identified cases of non-compliance. Such cases shall be verified with the school and documented properly.
- iv. The **ROs** shall respond and provide technical assistance to SDOs within their jurisdiction within three working days at most.
- v. The **ROs** shall coordinate with the SSHS Secretariat on concerns and inquiries requiring action from the CO. The ROs shall verify cases of non-compliance through the SDOs. Verified reports shall be submitted to the SSHS Secretariat through the SSHS email.
- vi. The **CO Secretariat** shall respond and keep their email open for concerns, inquiries, and non-compliance reports requiring the attention of and guidance from the CO. The SSHS Secretariat shall respond and provide technical assistance to the concerned implementers within **three to seven working days**.