



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

Office of the Schools Division Superintendent

15 OCT 2026

DIVISION MEMORANDUM

No. 904, s.2026

REITERATION OF THE INSTRUCTION FOR THE DESIGNATION OF LEARNER FORMATION OFFICER (LFO) AND THE PROVISION OF HANDHELD METAL DETECTORS TO ALL PUBLIC SCHOOLS AS PART OF THE REQUIREMENTS UNDER DEPED ORDER NO. 006, S. 2026 – ENSURING SAFE AND MOTIVATING LEARNING ENVIRONMENT (ESMLE)

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

1. In reference to the Memorandum issued by the Office of the Undersecretary for Governance and Operations, entitled "*Reiteration of the Instruction for the Designation of Learner Formation Officer (LFO) and the Provision of Handheld Metal Detectors to All Public Schools as Part of the Requirements under DepEd Order No. 006, s. 2026 – Ensuring Safe and Motivating Learning Environment (ESMLE)*," all public schools are directed to ensure compliance with the prescribed requirements on school safety and learner formation.
2. In this regard, all School Heads are hereby directed to designate a **Learner Formation Officer (LFO)** through the issuance of an official designation order, in accordance with existing DepEd policies and guidelines. The designated officer shall oversee and coordinate learner formation initiatives and related learner development and protection activities in the school.
3. All School Heads shall submit a copy of the designation order of the enclosed list designated Learner Formation Officer to this Office on or before **October 19, 2026**.
4. Furthermore, all public schools shall ensure the availability of **at least one (1) functional handheld metal detector per school** to support appropriate school entry screening and other reasonable security measures. Available Maintenance and Other Operating Expenses (MOOE) may be utilized for the procurement of the required equipment, subject to existing budgeting, accounting, auditing, and procurement rules and regulations.
5. Enclosed is the Memorandum issued by the Office of the Undersecretary for Governance and Operations for reference.



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6. Immediate dissemination of and strict compliance with this Memorandum are enjoined.


VILMA D. EDA, CESO V
Schools Division Superintendent





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Enclosure 1 to Division Memorandum No. _____, s. 2026

LIST OF LEARNER FORMATION OFFICER

No.	School	Name of Designated LFO/s
1	Ayusan-Paoa Elementary School	Kristine Joy G. Bilgera
2	Bulala-Paratong Elementary School	Janette Epres
3	Burgos East Memorial School East	Editha A. Tabuyo
4	Burgos Memorial School West	Crispulo V Arquero III
5	Cabaroan Cabaroan-Cabalangegan Elementary School	Maria Fatima G. Ponce
6	Camangaan Integrated School	Manilyn E. Quilana
7	Capangpangan Elementary School	Reynaldo C. Racho
8	Gov. Evaristo Singson II Memorial Elementary School	Rosemarie F. Galimba
9	Ilocos Sur National High School	Willie Vanne P. Pre
10	Jose Singson Elementary School	Elizabeth A. Choi
11	Mindoro Elementary School	Margie A. Bulaoat
12	Nagsangalan Elementary School	Vangelina V. Acena
13	Pantay Integrated School	Christopher Emmanuel A. Arenas
14	Raois Elementary School	Precy V. Yu
15	Rugsuanan-Puroc Elementary School	Jovilory A. Filart
16	Salindag-Pong-ol, Barraca Elementary School	Lourdes Ligaya Q. Alon
17	San Julian Elementary School	Angelica T. Bucarili
18	Tamag Elementary School	Marinel T. Valdez
19	Vigan Central School	Janeel S. Llanes
20	Vigan National High School East	Ammiel Dwane Alquetra
21	Vigan National High School West	Monette A. Refuerzo



Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY FOR GOVERNANCE AND OPERATIONS

MEMORANDUM

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FOR : **ALL REGIONAL DIRECTORS**
ALL SCHOOLS DIVISION SUPERINTENDENTS
ALL PUBLIC SCHOOL HEADS

FROM :  **MALCOLM S. GARMA**
Undersecretary for Governance and Operations



SUBJECT : **REITERATION OF THE INSTRUCTION FOR THE DESIGNATION OF LEARNER FORMATION OFFICER (LFO) AND THE PROVISION OF HANDHELD METAL DETECTORS TO ALL PUBLIC SCHOOLS AS PART OF THE REQUIREMENTS UNDER DO 006, S. 2026 – ENSURING SAFE AND MOTIVATING LEARNING ENVIRONMENT (ESMLE)**

DATE : October 13, 2026

With reference to the previous instruction for the designation of Learner Formation Officer (LFO) and in line with the Department's continuing efforts to strengthen school safety and security and ensure the protection of all learners under DO,006, 2026 or ESMLE, all Regional Directors are hereby directed to ensure the compliance of their respective Schools Division Offices (SDOs) and schools with the following requirements:

1. **Designation of a Learner Formation Officer** - Ensure that every school designates a Learner Formation Officer who shall oversee and coordinate learner formation initiatives and related learner development and protection activities, consistent with existing DepEd policies and guidelines. The designation shall be formalized through an appropriate issuance, and the designated personnel shall be properly informed of their roles and responsibilities. Based on the latest result of School Safety and Security Audit, only 76% of schools have designated LFOs.
2. **Provision of at Least One (1) Handheld Metal Detector per School** - Ensure that every school has at least one (1) functional handheld metal detector to support the implementation of appropriate school entry screening and other reasonable security measures. Schools shall utilize their available Maintenance and Other Operating Expenses (MOOE), subject to existing budgeting, accounting, auditing, and procurement rules and regulations. Based on the latest result of School Safety and Security Audit, only 47% schools have metal detectors.

All Regional Directors and Schools Division Superintendents are directed to exercise authority and accountability in ensuring that these requirements are implemented consistently across all schools and achieve 100% compliance as soon as possible. Compliance shall form part of the continuing monitoring of school safety and security measures.

For guidance and strict compliance.

For inquiries or further coordination, you may contact the Office of the Assistant Secretary for Governance and Operations - Education Governance and Support Services via email at oaseg@deped.gov.ph or via our active telephone line at 8632-1368.