



**Tanggapan ng Kalihim
Office of the Secretary**

DEC 13 2004

DepED ORDER
No. 62, s. 2004

Adoption of Double Shift Policy in Public Schools to Address Classroom Shortage

1. Given the perennial problem of inadequate classrooms as a result of the annual increase in enrolment and the continuing severe budget constraints, the Department has to address the problem of classroom shortages in a systematic and cost-effective manner.
2. In order to reduce the classroom backlog which is placed at 51,947 classrooms as of the beginning of SY 2004-2005, based on a class size of 45, the double shift session for classes shall be adopted, to the extent practicable, in the following schools starting SY 2005-2006:
 - a. Elementary Level
 1. schools holding 3 or 4 shift classes
 2. schools already operating on 2 shifts shall be maintained
 3. schools in city divisions still on single shift
 4. schools in non-city divisions on single shift with classroom-pupil ratios of 66 and above
 5. black zone schools
 - b. Secondary Level – All secondary schools
3. Elementary schools in non-city divisions with classroom-pupil ratios of 65 and below and operating on a single shift will remain on single shift.
4. Class sizes shall range from a minimum of 15 pupils/students to a maximum of 65 pupils/students per class. The average class size shall be 50.
5. With the adoption of double shift session for classes and an increase in the average class size to 50, the classroom shortage is expected to be reduced to 17,873 classrooms.
6. To prepare for the efficient implementation of this strategy starting SY 2005-2006 without reducing the time allotment for the various subjects, all elementary and secondary schools required to go on double-shift sessions as listed in Item No. 2 above shall assess and quantify the requirements for operating on double-shift in terms of additional resources such as teachers, additional MOOE for electricity, water, security, etc. and installation of electrical supply connections. The assessment should also include identifying measures to mitigate any possible

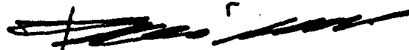
adverse consequences of the implementation of such a strategy on students and teachers such as possible tardiness as a result of early start of classes in the morning and safety concerns in view of probable late dismissal of classes on the second shift.

It is also suggested that, for elementary schools planning to introduce or expand pre-school classes in line with the Early Childhood Care and Development Program, the classroom requirements of pre-school classes shall be factored into the assessment.

7. The results of such an assessment on a school-by-school basis shall be submitted not later than January 14, 2005. These shall include estimates of any additional resources required for every school which is recommended to operate on a double-shift session as well as recommendations on mitigating measures.

8. We are providing for your reference and possible adoption sample class schedules of public elementary and secondary schools operating on a double-shift basis.

9. For immediate dissemination and strict compliance.


FLORENCIO B. ABAD
Secretary

References:

DECS Order: No. 26, s. 1995

DepEd Order: No. 32, s. 2002

Allotment: 1—(D.O. 50-97)

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

/CLASSES
/POLICY
/SCHOOLS