



Republic of the Philippines
Department of Education

Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

Office of the Schools Division Superintendent

April 21, 2021

Division MEMORANDUM

No. 189, s. 2021

**PROHIBITING THE USE OF SINGLE-USE PLASTIC AND REDUCTION OF
WASTED ENERGY/ELECTRICITY IN ALL PUBLIC SCHOOLS AND IN THE
SCHOOLS DIVISION OFFICE OF SURIGAO DEL SUR**

To: OIC – Assistant Schools Division Superintendent
Chief Education Supervisors, SGOD & CID
All Division Personnel
Public Schools District Supervisors/Districts-In-Charge
Public Elementary and Secondary School Heads
All Teachers, Teaching – Related, and Non – Teaching Personnel
All Others Concerned
This Schools Division

1. In line with DepEd’s “*Maka-Kalikasan*” core value, and in compliance with the Ecological Solid Waste Management Act of 2000 (Republic Act No. 9003) and Energy Efficiency & Conservation Act “Republic Act no. 11285”, the field is hereby informed of the Division policy prohibiting the use of single-use plastics and reduction of wasted energy/electricity, to wit:
 - a. **Ban on single-use plastics products:** all teachers, teaching – related, and non – teaching personnel in schools, district offices, and division office are hereby directed to prohibit the use of single-use plastic products in school and/or office premises. DepEd Surigao del Sur personnel shall to bring their own spoon, fork, reusable or organic straws, and water tumblers in reporting to schools and/or offices as well as in attending to official meetings, trainings and other activities. This move intends to control the volume of plastic wastes products and minimize the impact thereof to the environment and the general public’s health.
 - b. **Use of Air-conditioning Units in the Offices:** air – conditioning units (ACUs) shall be turned on not before thirty (30) minutes prior to the start of official office hours. The ACUs shall be turned off at least thirty minutes before the end of the office hours.
 - c. **Use of Air-conditioning Units and Lights in Classrooms, Clinics, and Laboratories:** When not used within an hour, ACUs and lights in classrooms, clinics, and laboratories shall be turned off.
 - d. **Use of LCD Projectors/TVs:** The projectors or TVs shall be switched on when used within next ten (10) minutes.



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- e. **Use of Water Dispensers and Refrigerators:** Water dispensers shall be turned off when not in use. Refrigerators shall be turned off during extended holidays.
 - f. **Use of Computers and Printers:** Computers and printers, except fax machines, in offices, shall be turned off and, if not necessary, unplugged after office hours.
 - g. **Use of Face Masks:** Most disposable masks are made from a fabric based on plastic. Non-frontliners are highly encouraged to use washable face masks instead of disposables to reduce the use of single-use plastic.
2. Schools and offices shall organize and internal committee to monitor the compliance to this policy. Division Monitoring Team, Public Schools District Supervisors and Districts-In-Charge shall also monitor the implementation during school and office visitations.
 3. This memorandum shall be immediately be in effect. Widest dissemination of, and strict compliance to this memorandum is hereby enjoined.

JOSITA B. CARMEN, CESO V
Schools Division Superintendent

Encl.: As stated

Reference: Republic Act No. 9003, Republic Act no. 11285

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

YOUTH FORMATION

EARTH DAY

ESWM

EECA SGOD

GCSU//DM-MEMO: PROHIBITING THE USE OF SINGLE-USE PLASTIC AND REDUCTION OF WASTED ENERGY/ELECTRICITY IN ALL PUBLIC SCHOOLS AND IN THE SCHOOLS DIVISION OFFICE OF SURIGAO DEL SUR
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