



Republic of the Philippines  
**Department of Education**  
REGION XI  
**SCHOOLS DIVISION OF DAVAO DE ORO**



Office of the Schools Division  
Superintendent

September 25, 2023

DIVISION MEMORANDUM  
No. 871, s. 2023

**REITERATING THE CONDUCT OF FLAG-RAISING AND FLAG-LOWERING CEREMONIES IN THE DIVISION OFFICE AND SCHOOLS IN DAVAO DE ORO**

To: OIC-Assistant Schools Division Superintendent  
OIC-Curriculum Implementation Division Chief  
Chief Education Supervisor - SGOD  
Public Schools District Supervisors  
District Coordinating Principals  
Elementary and Secondary School Administrators  
All Others Concerned

1. Pursuant to Section 18 of Republic Act (RA) No. 8491, otherwise known as the Flag and Heraldic Code of the Philippines, DepEd Order No. 50, s. 2015 "Observance/Conduct of Flag Raising and Lowering Ceremonies and Proper Sequence in Official DepEd Programs Involving the Singing of the Philippine National Anthem, and Civil Service Commission Memorandum Circular 19, 2012, and DepEd Order No. 9, s. 2014, Institutionalization of a Quality Management System in the Department of Education, this office hereby releases this Memorandum for information and guidance of all public and private schools in the division.

**a. Flag Raising Ceremony**

Section 18, RA 8491

*All government offices and educational institutions shall henceforth observe the flag-raising ceremony every Monday morning and the flag-lowering ceremony every Friday afternoon. The ceremony shall be simple and dignified and shall include the playing or singing of the Philippine National Anthem.*

- a.1 All officials and employees from the central, regional, schools' division offices and public schools nationwide, including all public-school learners who have morning classes are required to join the conduct of Flag raising Ceremonies with the following sequence:



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**In public schools**

- i. Singing of *Lupang Hinirang*;
- ii. *Interfaith Prayers*;
- iii. *Recitation of Panunumpa ng Katapatan sa Watawat ng Pilipinas at Panatang Makabayan*;

**Additional for DepEd Division Office**

- iv. *Recitation of Panunumpa ng Lingkod Bayan by all Department officials and employees; and*
- v. *Recitation of DepEd Quality Policy by all Department officials and employees (DepEd Order No.9, s. 2019)*
- vi. *Singing of “Serbisyo Sibil”, Regional and Provincial Hymn and DepEd DDO Hymn*

a.2 DepEd Office shall have their Flag Raising Ceremony at 8:00 o'clock every Monday of the following day in case Monday is declared a holiday.

a.3 Public schools shall have their Flag Raising Ceremonies earlier before the start of the first class period.

a.4 In the conduct of Flag Raising Ceremonies in private schools or “faith-based” learning institutions, however, the foregoing sequence to the singing of the Philippine National Anthem and Invocation need not be observed. Thus, the invocation is optional or may be done prior to the singing of the Philippine National Anthem. In either case, the recitation of the Panunumpa ng Katapatan sa Watawat ng Pilipinas at Panatang Makabayan should follow.

a.5 The flag shall be raised in strict compliance with Section 21 of RA 8491 which provides:

*Section 21. During the flag-raising ceremony, the assembly shall stand in formation facing the flag. At the moment the first note of the anthem is heard, everyone in the premises shall come to attention; moving vehicles shall stop. All persons present shall place their right palms over their chests, those with hats shall uncover, while those in military, scouting, security guard, and citizen military training uniforms shall give salute prescribed by their regulations, which salute shall be completed upon the last note of the anthem.*

*The same procedure shall be observed when the flag is passing in review or in parade.*



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a.7 Raising of the right hand with an open palm is advised during the recitation of the *Panunumpa ng Katapatan sa Watawat, Panatang Makabayan at Panunumpa ng Lingkod Bayan (for officials and employees)*, and placing the right palms over the chest during the recitation of DepEd Quality Policy to show sincerity.

A.8 Flag raising may be done from Tuesdays to Fridays in the classroom, provided it will not hamper the time of the scheduled classes.

**b. Flag Lowering Ceremonies**

*Section 22. During the flag lowering, the flag shall be lowered solemnly and slowly so that the flag shall be down the mast at the sound of the last note of the anthem. Those in the assembly shall observe the same deportment or shall observe the same behavior as for the flag-raising ceremony.*

b.1 All officials and employees from the central, regional, schools' division offices and schools nationwide are required to join the conduct of the Flag Lowering Ceremony every 4:45 o'clock PM on Friday or every last working day of the week in case Friday is declared as a holiday. The ceremony shall be simple and dignified and shall include the playing or singing of the *Lupang Hinirang*.

b.2 Schools shall conduct their Flag Lowering Ceremony depending on the last period of their class not earlier than 4:00 PM.

**c. Singing of the National Anthem**

c.1 The singing of the National Anthem shall follow the original musical arrangement which is a 2/4-time signature.

c.2 The Philippine National Anthem shall be sung without accompaniment during school flag-raising and flag-lowering, and with teacher-conductor.

c.3 Encourage to play and sing the *Davao Region Hymn, Davao de Oro Hymn, and DepEd Davao de Oro Hymn* during the opening program of activities like seminars, workshops, trainings, gatherings, competitions, etc. *Lupang Hinirang* can be sung any time in a day depending on the start of the activity. For a closing program of the activities, any nationalistic song may be sung.

2. The worn-out flag must be replaced. In Section 14 of RA 8491, it is stated that a flag made worn-out through normal wear-and-tear shall not be





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thrown away and instead shall be solemnly burned to avoid misuse or desecration.

3. Other provisions of RA 8491, DepEd Order No. 50, s. 2015, DepEd Order No.009, s. 2021 shall remain in place.
4. Immediate and wide dissemination of and compliance with this memorandum is directed.

**CRISTY C. EPE**  
Schools Division Superintendent



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