
	Department of Education Region III <b>DIVISION OF CITY SCHOOLS</b> Angeles City Jesus Street, Pulungbulu, Angeles City		Document Code: SDO-QF-OSDS- SDS-003  Revision: 00  Effectivity date: 10/31/2018
	<b>DIVISION MEMORANDUM</b>		Name of Office: <b>OSDS - SDS</b>

RELEASED

October 8, 2019

**DIVISION MEMORANDUM**

No. 381, s. 2019

OCT 08 2019  
 By David Angeles City  
 Division of City Schools

**GUIDELINES ON THE IMPLEMENTATION OF SCHOOL INSIDE A GARDEN (SIGA) PROGRAM**

To: Heads of Public Elementary and Secondary Schools

1. Attached is OUA Memorandum 09-0919-0352 dated September 23, 2019 from Allain Del B. Pascua, Undersecretary for Administration regarding the Guidelines on the Pilot Implementation of the School Inside a Garden (SIGA) Program.
2. Immediate dissemination of and strict compliance with this Memorandum is desired.

**LEILANI S. CUNANAN, CESO V**  
 Schools Division Superintendent

lv/chiefsgod



Republika ng Pilipinas

## Kagawaran ng Edukasyon

Tanggapan ng Pangalawang Kalihim



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OUA MEMO 09-0919-1352

### MEMORANDUM

23 September 2019

DepED R.O. III

SEP 25 2019

For: **Regional Directors  
School Division Superintendents  
ESSD and SGOD Chiefs  
Public Elementary and Secondary School Heads  
All Others Concerned**

Subject: **GUIDELINES ON THE PILOT IMPLEMENTATION OF THE  
SCHOOL INSIDE A GARDEN (SIGA) PROGRAM**

In line with the Department of Education (DepEd) goal under its core value **MAKAKALIKASAN**, supporting the National Government's efforts in protecting and conserving the environment, the School Inside a Garden (SIGA) Program was launched through DECS Memo No. 77, s. 1995, and DepEd Memorandum No. 187 s. 2018 – Reviving the SIGA Program in 2018.

The general objective of the SIGA Program is to establish schools inside the gardens featuring mostly indigenous and endemic trees and flowering plants. Specifically, it aims to:

- a. Promote the creation of nurseries for indigenous and endemic trees in specific campuses and to serve as a laboratory for learners;
- b. Further strengthen and reinforce the integration of environmental education in the elementary and high school curriculum;
- c. Sustain environmental consciousness and action among learners in particular and the community in general, thereby, instilling in them the values of unity, teamwork, sense of volunteerism, nationalism, and community service for environmental protection and conservation;
- d. Highlight the importance of the schools and their significant role in the efforts to rehabilitate a heavily challenged natural environment, as well as their initiatives toward a sustainable National Greening Program.

In this connection, the field is hereby informed about the process and



**Office of the Undersecretary for Administration (OUA)**

Administrative Service (AS), Information and Communications Technology Service (ICTS),  
Disaster Risk Reduction and Management Service (DRMS), Bureau of Learner Support





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selection criteria of choosing schools for the pilot implementation of the program.

The revised SIGA Program shall be implemented in all public elementary, junior and senior high schools nationwide through the Youth for Environment in School Organization (YES-O), Supreme Pupil Government (SPG) and Supreme Student Government (SSG) and graduating students not involved in the aforementioned student groups as part of their requirement for graduation.

### **First Phase – School Selection**

Selection of schools shall be based on the recommendation of the Division Superintendents and duly approved by the Regional Director ensuring each division with preference to schools along the roads and highways for the pilot implementation. Establish, maintain and sustain mostly indigenous and endemic plant garden. Please refer to Enclosure 1 for the number of schools per region to be given support funds for the implementation.

### **Second Phase – Creating a Garden - Planting and Inventory**

Make an inventory of plants already planted in the area. Label the plants. Determine the space for the garden and ensure proper water irrigation. Make a School Planting Map - a map of the proposed sites for planting trees, vegetables, and other plants with reference to the school improvement plan.

School Improvement Plan - a roadmap that lays down specific interventions that a school, with the help of the community and other stakeholders, will undertake within the period of three consecutive school years.

### **Third Phase – Nursery Banks for Saplings / Seedlings**

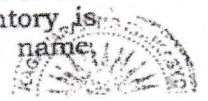
Create nurseries for indigenous and endemic trees in specific campuses and utilize these nurseries as laboratory for learners;

### **Fourth Phase – Monitoring and Care of the Plants**

Make a nurturing scheme of the plants and designate a person in charge who will do the tasks of planting, caring, nurturing, tasking, materials preparations and monitoring of the implementation. Calendar the activities and have it posted in strategic locations.

The Youth for Environment in Schools Organization (YES-O), Supreme Pupil Government (SPG), and Supreme Student Government (SSG) students and teacher-advisers shall take the lead in planting native and endemic flowering tree and plant species in their campuses as part of their organizations' activities for the celebration of Environmental Awareness Month this November 2018.

The aforementioned groups shall also make an inventory of trees and plants already in their campus. These species shall be properly labeled as part of the environmental education efforts of the school. A Tree and Plant Inventory is attached as Enclosure 1. Labels should include local name, English name,



scientific name (*italicized*, first word capitalized), and distribution (endemic, native, exotic.)

Example:	NARRA <i>Pterocarpus indicus</i> Native	BANABA (Pride of India) <i>Lagerstroemia speciosa</i> Native
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**Fifth Phase - Empowering school campuses to become center of biodiversity and conservation thus making the school garden a laboratory for learners.**

Strengthen and reinforce the integration of environmental education.

Sustain environmental consciousness and actions among learners thereby instilling values such as teamwork, unity, sense of volunteerism, nationalism, community service for environmental protection and conservation by highlighting the importance of the schools and their significant role in the efforts to rehabilitate a heavily challenged natural environment, as well as their initiatives toward a sustainable National Greening Program through PPAs that promote and make the community aware of the school's advocacy for sustainable environment.

For inquiries, please contact Ms. Divine David of the YFD Office at 637-98-14 or through email [blss.yfd@deped.gov.ph](mailto:blss.yfd@deped.gov.ph).

Immediate dissemination of and strict compliance with this Memorandum is directed.

  
ALAIN DELA PASCUA  
Undersecretary



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**Enclosure : Distribution of Funds to the Regions**

<b>Activity</b>	<b>Number of Schools (Both Elementary and Secondary combined)</b>	<b>Amount per School</b>	<b>Amount to be Downloaded</b>	<b>Expenses</b>
Region I	58	50,000.00	2,900,000.00	Purchase of seedlings, planting materials, and other tools needed for planting as well as for logistical arrangements such as site preparation, and other necessary activities directly related to the SIGA Program implementation
Region II	39	50,000.00	1,950,000.00	
Region III	63	50,000.00	3,150,000.00	
CAR	39	50,000.00	1,950,000.00	
Region IV A	63	50,000.00	3,150,000.00	
Region IV B	39	50,000.00	1,950,000.00	
Region V	49	50,000.00	2,450,000.00	
NCR	59	50,000.00	2,950,000.00	
REGION 6	59	50,000.00	2,950,000.00	
REGION 7	63	50,000.00	3,150,000.00	
REGION 8	49	50,000.00	2,450,000.00	
REGION 9	39	50,000.00	1,950,000.00	
REGION 10	59	50,000.00	2,950,000.00	
REGION 11	59	50,000.00	2,950,000.00	
REGION 12	39	50,000.00	1,950,000.00	
ARMM	39	50,000.00	1,950,000.00	
CARAGA	45	50,000.00	2,250,000.00	
<b>Total</b>	<b>860</b>		<b>43,000,000.00</b>	

Reminder :

Please include the names of schools submitted by the Regional Coordinators during the SIGA Capacity Building in January 27-30, 2019 at the Whitewoods Convention and Leisure Hotel, Silang, Cavite.

