



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF PANABO CITY

DTS

1025103599

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

OSDS-2025-0174

To : **ANNALENE A. DACUMOS**, Attorney III
KEREN T. LUMA, Education Program Supervisor

Subject : **PARTICIPATION TO THE CONDUCT OF NATIONAL TRAINING ON PROFESSIONAL DEVELOPMENT FOR LEGAL OFFICERS**

Date : October 27, 2025

Attached is Regional Memorandum ORD-2025-118 relative to Memorandum OULLA-2025-2144 dated October 13, 2025 re: National Training on Professional Development for Legal Officers on **November 4-7, 2025** in the **Davao City**.

In view of this, you are mandated to attend the activity. Participants are also requested to bring their laptops with extensions cords and other necessary writing materials to ensure a conducive learning experience for the said activity.

Travel expenses and incidental expenses of the participants shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.

For more details relative to this Memorandum, refer to the attached documents.

For guidance and compliance.

By the authority of the SDS

*A. D. B. Ham
SDC*

JINKY B. FIRMAN, PhD, CESO VI
Schools Division Superintendent

RELEASED

CCT 28 2025

RECORDS SECTION SDO PANABO CITY

BY



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Panabo City, Davao del Norte
Telephone No: (084) 823-1469, (084) 628-4066
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Effectivity	05.05.2025	Page	1 of 1



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Republic of the Philippines
Department of Education
DAVAO REGION

October 16, 2025

REGIONAL MEMORANDUM
ORD-2025-118

PARTICIPATION TO THE CONDUCT OF NATIONAL TRAINING ON
PROFESSIONAL DEVELOPMENT FOR LEGAL OFFICERS

To: Assistant Regional Director
Schools Division Superintendents

1. Herewith is the Memorandum OULLA-2025-2144 issued by the Office of the Undersecretary for Legal and Legislative Affairs (OULLA) with the subject "**National Training on Professional Development for Legal Officers**", enjoining legal officers and/or representatives to attend the activity on **November 04-07, 2025**, within Davao City.
2. In line with this, Schools Division Offices (SDOs) are directed to designate Division Legal Officer or a representative and Division Procurement Officer, to attend the activity.
3. Travelling expenses of the participants shall be charged against local funds, subject to usual accounting and auditing rules and regulations.
4. Immediate dissemination of the Memorandum is desired.

ALLAN G. FARNAZO
Director IV

DEPARTMENT OF EDUCATION
RECORDS SECTION
RELEASED

By: _____ Date: _____ Time: Oct. 22, 2025

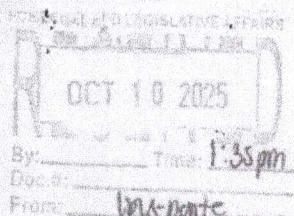
Enclosed: As Stated

ORD/LU5/jam



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-0051
Email Address: region11@deped.gov.ph
Website: www.depedroxi.ph





Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR LEGAL AND LEGISLATIVE AFFAIRS

MEMORANDUM
OULLA-2025-194

FOR : UNDERSECRETARIES
ASSISTANT SECRETARIES
BUREAU AND SERVICE DIRECTORS
REGIONAL DIRECTORS
ASSISTANT REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
ASSISTANT SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED

FROM : ATTY. FILEMON RAY L. JAVIER
Undersecretary for Legal and Legislative Affairs

ATTY. JANINE NICOLE O. CHUA
Director IV, Legal Service DLS

SUBJECT : NATIONAL TRAINING ON PROFESSIONAL DEVELOPMENT FOR
LEGAL OFFICERS

DATE : OCT 13 2025

The Office of the Undersecretary for Legal and Legislative Affairs through the Legal Division will be holding the "National Training on Professional Development for Legal Officers," which is scheduled on 04-07 November 2025 at Davao City.

The activity aims to equip Legal Officers and/or representatives from the end-user units of the Department of Education (DepEd) with sufficient knowledge and skills in relation to the drafting, review and execution of procurement contracts in anticipation of the full implementation of Republic Act (RA) No. 12009 or the "New Government Procurement Act."

The objectives of the activity are as follows: (1) to identify and provide a comprehensive discussion on the salient provisions of RA No. 12009; (2) to develop familiarity with its Implementing Rules and Regulations (IRR); and (3) to fully understand the application of RA No. 12009 in the context of the procurement activities being implemented by DepEd.

The participants for the activity include Legal Officers and/or representatives from the end-user units who are heavily involved in the different phases/stages of procurement from the Central Office, Regional, and Schools Division Offices nationwide. Attached herewith as **Annex A** to this Memorandum is the "List of Designated Participants per Office" for ready reference.

Attendance in the training shall be on Official Business. Travel expenses of participants from the Regional and Division Offices shall be charged against their local funds. While travel expenses of participants from the Central Office, including the resource persons, facilitators, medical team, and Secretariat, as well as expenses for food, accommodation,

and incidental expenses, shall be charged against the Legal Service and Development of Education-Related Laws and Rules of the Legal Division Continuing Funds, subject to the usual accounting and auditing rules and regulations.

All participants are requested to bring their laptops with extension cords and other necessary writing materials/devices to ensure a conducive learning environment for the entire duration of the activity.

The details on the venue and date of the training are as follows:

DATE (Inclusive of Travel Time)	VENUE
04-07 November 2025	*The exact venue shall be announced in a separate Advisory. Within Region IX (Davao City)

The aforementioned training shall be conducted in-person. The first meal will be served in the afternoon of 04 November 2025, while the last meal will be served at lunchtime on 07 November 2025.

The Program will start at exactly 2:00 PM of Day 1 (04 November 2025) and end at 12:00 PM of Day 4 (07 November 2025). The provision of meals and accommodation shall be as follows:

	04 to 07 November 2025			
	Day 1	Day 2	Day 3	Day 4
Breakfast		✓	✓	✓
AM Snack		✓	✓	✓
Lunch		✓	✓	✓
PM Snack	✓	✓	✓	
Dinner	✓	✓	✓	

Participants are requested to accomplish the Registration Form not later than **15 October 2025** through the following link or QR code.



<https://forms.office.com/r/zBUunmpZdEr>

Should there be clarifications, please do not hesitate to coordinate with the Legal Division through Natividad P. Danao, Administrative Officer IV and/or Jennifer P. Zamboanga, Legal Assistant II at telephone no. (02) 8636-6550 or email address ls.id@deped.gov.ph.

For your information and compliance.





Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR LEGAL AND LEGISLATIVE AFFAIRS

MEMORANDUM
OULLA-2025- 2144

FOR : UNDERSECRETARIES
ASSISTANT SECRETARIES
BUREAU AND SERVICE DIRECTORS
REGIONAL DIRECTORS
ASSISTANT REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
ASSISTANT SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED

FROM : **ATTY. FELICIO RAY L. JAVIER**
Undersecretary for Legal and Legislative Affairs

ATTY. JANINE NICOLE O. CHUA
Director IV, Legal Service TWR

SUBJECT : NATIONAL TRAINING ON PROFESSIONAL DEVELOPMENT FOR
LEGAL OFFICERS
DATE : OCT 13 2025

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For your information and compliance.





Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR LEGAL AND LEGISLATIVE AFFAIRS

ANNEX A

(PARTICIPANTS IN THE DEPED CENTRAL OFFICE)

OFFICE OF THE SECRETARY	2
OFFICE OF THE ASSISTANT SECRETARY FOR INFORMATION & COMMUNICATIONS TECHNOLOGY SERVICE	2
OFFICE OF THE DIRECTOR - ADMINISTRATIVE SERVICE	2
ASSET MANAGEMENT DIVISION - ADMINISTRATIVE SERVICE	1
OFFICE OF THE DIRECTOR - BUREAU OF ALTERNATIVE EDUCATION	1
OFFICE OF THE DIRECTOR - BUREAU OF LEARNING RESOURCES	1
LEARNING RESOURCES PRODUCTION DIVISION	1
LEARNING RESOURCES QUALITY ASSURANCE DIVISION	1
OFFICE OF THE DIRECTOR - BUREAU OF CURRICULUM DEVELOPMENT	1
OFFICE OF THE DIRECTOR - BUREAU OF LEARNING DELIVERY	1
OFFICE OF THE DIRECTOR - FINANCE SERVICE	1
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS	1
OFFICE OF THE ASSISTANT SECRETARY FOR OPERATIONS	1
OFFICE OF THE DIRECTOR - BUREAU OF LEARNER SUPPORT SERVICE	1
OFFICE OF THE UNDERSECRETARY FOR LEGAL AND LEGISLATIVE AFFAIRS	7
OFFICE OF THE DIRECTOR - LEGAL SERVICE	3
INVESTIGATION DIVISION - LEGAL SERVICE	10
LEGAL DIVISION - LEGAL SERVICE	32
LEGISLATIVE LIAISON OFFICE	2

SITES TITLING OFFICE	2
LITIGATION AND ALTERNATIVE DISPUTE RESOLUTION DIVISION	2
OFFICE OF THE UNDERSECRETARY FOR HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT	1
OFFICE OF THE DIRECTOR - BUREAU OF HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT	1
EDUCATION FACILITIES DIVISION	2
OFFICE OF THE DIRECTOR - PROCUREMENT MANAGEMENT SERVICE	2
CONTRACT MANAGEMENT DIVISION	2
PROCUREMENT PLANNING AND MANAGEMENT DIVISION	2
BAC SECRETARIAT DIVISION	2
OFFICE OF THE DIRECTOR - POLICY AND PLANNING SERVICE	1
PLANNING AND PROGRAMMING DIVISION	1
POLICY RESEARCH AND DEVELOPMENT DIVISION	1
TOTAL	90

(PARTICIPANTS IN THE DEPED REGION AND DIVISION OFFICES)

I (ILOCOS REGION)	20
II (CAGAYAN VALLEY)	18
III (CENTRAL LUZON)	28
IV-A (CALABARZON)	35
IV-B (MIMAROPA)	14
V (BICOL REGION)	22
VI (WESTERN VISAYAS)	16
NEGROS ISLAND REGION	22
VII (CENTRAL VISAYAS)	20
VIII (EASTERN VISAYAS)	20
IX (ZAMBOANGA PENINSULA)	16
X (NORTHERN MINDANAO)	22
XI (DAVAO REGION)	22
XII (SOCCSKSARGEN)	18

XIII (CARAGA ADMINISTRATIVE REGION)	18
CORDILLERA ADMINISTRATIVE REGION	14
NATIONAL CAPITAL REGION	35
TOTAL	360



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Department of Education
OFFICE OF THE UNDERSECRETARY FOR LEGAL AND LEGISLATIVE AFFAIRS

ANNEX A

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OFFICE OF THE DIRECTOR - BUREAU OF ALTERNATIVE EDUCATION	1
OFFICE OF THE DIRECTOR - BUREAU OF LEARNING RESOURCES	1
LEARNING RESOURCES PRODUCTION DIVISION	1
LEARNING RESOURCES QUALITY ASSURANCE DIVISION	1
OFFICE OF THE DIRECTOR - BUREAU OF CURRICULUM DEVELOPMENT	1
OFFICE OF THE DIRECTOR - BUREAU OF LEARNING DELIVERY	1
OFFICE OF THE DIRECTOR - FINANCE SERVICE	1
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS	1
OFFICE OF THE ASSISTANT SECRETARY FOR OPERATIONS	1
OFFICE OF THE DIRECTOR - BUREAU OF LEARNER SUPPORT SERVICE	1
OFFICE OF THE UNDERSECRETARY FOR LEGAL AND LEGISLATIVE AFFAIRS	7
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LITIGATION AND ALTERNATIVE DISPUTE RESOLUTION DIVISION	2
OFFICE OF THE UNDERSECRETARY FOR HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT	1
OFFICE OF THE DIRECTOR - BUREAU OF HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT	1
EDUCATION FACILITIES DIVISION	2
OFFICE OF THE DIRECTOR - PROCUREMENT MANAGEMENT SERVICE	2
CONTRACT MANAGEMENT DIVISION	2
PROCUREMENT PLANNING AND MANAGEMENT DIVISION	2
BAC SECRETARIAT DIVISION	2
OFFICE OF THE DIRECTOR - POLICY AND PLANNING SERVICE	1
PLANNING AND PROGRAMMING DIVISION	1
POLICY RESEARCH AND DEVELOPMENT DIVISION	1
TOTAL	90

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