



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

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

CID-2025- 0767

To : Chief of Curriculum Implementation Division (CID)  
 Public Schools District Supervisors  
 Public Elementary and Secondary School Heads  
 All Concerned

Subject : **EQUIPPING AND EMPOWERING READING PROGRAM IMPLEMENTORS  
 IN JUNIOR AND SENIOR HIGH SCHOOLS**

Date : November 13, 2025

Attached is a letter from Davao del Norte State College dated November 6, 2025, re: **Equipping and Empowering Reading program Implementors in Junior and Senior High Schools**, which will be held on November 15-16, 2025, at the DNSC Audio -Visual Room, DNSC, Panabo city.

The following reading coordinators are hereby requested to attend, to wit:

1. Angelika Maye G. Maniscan
2. Gerika Aiko Dumanayos
3. Desibel Dahan
4. Lauren L. Libre
5. Airian Gerundio
6. Mary Jean Ballena
7. Anelyn Bulahan
8. Arcelie Uy
9. Mary Jean Ballena
10. Karen Saman

Travel expenses shall be charged against local funds/MOOE, subject to the usual accounting and auditing rules and regulations.

The participants are eligible to avail of service credits or compensatory overtime credits (COC) to commensurate with the number of hours/days of the training as scheduled, pursuant to CSC and DBM Joint Circular No. 2 on Non-Monetary remuneration for Overtime Services rendered. .

Immediate dissemination of this Memorandum is desired.

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



**Address:** City Hall Compound, Km 31, JP Laurel,  
 Panabo City, Davao del Norte  
**Telephone No:** (084) 823-1469, (084) 628-4066  
**Email:** panabocity.division@deped.gov.ph  
**Website:** www.depedpanabocity.com

For the SDS  
**ATLENE B. ANONUEVO, Ph.D.**  
 Chief Education Supervisor, SGOD  
 In charge of the Division

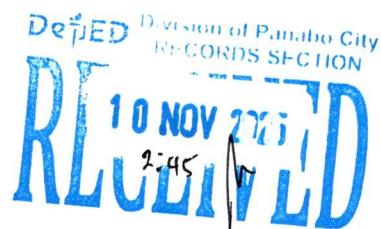




## ***Institute of Teacher Education***

November 6, 2025

**JINKY B. FIRMAN, PhD, CESO VI**  
Schools Division Superintendent  
Department of Education, Panabo City Division



Dear Ma'am:

Greetings!

The Institute of Teacher Education of Davao del Norte State College has an institutional extension program entitled *Equipping and Empowering Reading Program Implementors in Junior and Senior High Schools*. This extension program aims to accomplish the following objectives:

More specifically, (a) to capacitate reading program implementors and teachers with the following: Pedagogical strategies in teaching reading to learners in all reading levels; Instructional materials selection and design; Reading program development and enhancement; and Technology-based interventions in addressing reading needs; and (b) Facilitate the creation of an Enhanced Reading Program Proposal.

With this, we would like to invite **not more than 10 reading coordinators/facilitators (English/Filipino)** from the Division of Panabo City.

Lastly, attached is your original copy of the Memorandum of Agreement for this activity and the Program of the activity.

If you have any queries or clarifications, please contact Ms. Pampilon using her mobile number: **0909 123 9890** or her email address: **samselrhys.pampilon@dnsc.edu.ph**. The team looks forward to your response to this request and a continued partnership with your agency.

Respectfully yours,

  
**SAMSEL RHYS A. PAMPILON**  
Project Leader

Noted by:

  
**ARNOLD M. DUPING, PhD**  
Dean, Institute of Teacher Education

### **VISION**

An institution leading in agri-fisheries and socio-cultural development in the ASEAN region

### **MISSION**

DNSC shall produce future-ready workforce, create innovative solutions and technologies, empower communities, and uphold good governance towards sustainable development

### **CORE VALUES**

Stewardship  
Adaptability and Excellence  
Integrity and Innovativeness  
Love of God and Country





## **EQUIPPING AND EMPOWERING READING PROGRAM IMPLEMENTORS IN JUNIOR AND SENIOR HIGH SCHOOLS**

November 15-16, 2025; 8:00AM-5:00PM  
DNSC Audio-visual Room

### **PROGRAM FLOW**

#### **Day 1 (November 15)**

**8:00am-8:30am**

Registration

**8:30am-9:30am**

Kamustahan and Orientation

**9:30am-12:00nn**

Teaching Phonics and Reading in  
the Second Language and  
Materials Selection and Design

*Dr. Leonida Piorac*

Director, Curriculum and Instruction Division,  
DNSC

**12:00nn-1:00pm**

Health Break

**1:00pm-3:00pm**

Strategies for Fostering Reading  
Habits among Children and Young  
Adults

*Ms. Alneza Maila Bangasin*

Faculty, Language and Literature  
Department, DNSC

**3:00pm-5:00pm**

Workshop and Mentoring Session

**END OF DAY 1**



## **EQUIPPING AND EMPOWERING READING PROGRAM IMPLEMENTORS IN JUNIOR AND SENIOR HIGH SCHOOLS**

November 15-16, 2025; 8:00AM-5:00PM  
DNSC Audio-visual Room

### **PROGRAM FLOW**

#### **Day 2 (November 16)**

<b>8:00am-8:30am</b>	Registration
<b>8:30am-9:30am</b>	Kamustahan and Recap
<b>9:30am-12:00nn</b>	Inclusive Reading Program Development and Enhancement and Technology-based Interventions for Reading Problems
	<i>Ms. Irhyn E. Petalcorin</i> Public Schools District Supervisor, DepEd Panabo City Division
<b>12:00nn-1:00pm</b>	Health Break
<b>1:00pm-3:00pm</b>	Workshop and Mentoring Session
<b>3:00pm-5:00pm</b>	Output Presentations and Debriefing

**END OF DAY 2**

## MEMORANDUM OF AGREEMENT

### KNOW ALL MEN BY THESE PRESENTS:

This Memorandum of Agreement executed by and between:

  
**JOY M. SORROSA, PhD**  
President  
Davao del Norte State College

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

  
**IRYNN E. PETALCORIN**  
Witness

  
**SAMSEL RHYSS A. PAMPILON**  
Witness

  
**ARNOLD M. DUPING, PhD**  
Witness

The **DAVAO DEL NORTE STATE COLLEGE**, a public Higher Education Institution established under RA 7879 with principal office at New Visayas, Panabo City, Davao del Norte, represented herein by its President, **JOY M. SORROSA, PhD**, herein referred to as "**FIRST PARTY**"

-and-

The **DEPARTMENT OF EDUCATION PANABO CITY DIVISION**, a government entity mandated by law under Batas Pambansa Blg. 232, otherwise known as the "Education Act of 1982", with the office address at J.P. Laurel, Panabo City, Davao del Norte, represented herein by its Schools Division Superintendent, **JINKY B. FIRMAN, CESO VI**, herein referred to as "**SECOND PARTY**"

### WITNESSETH: That,

**WHEREAS**, this extension program addresses the following needs for the enhancement of the reading program: influx of students who need support in phonics and general reading comprehension; enhancement of teachers' capability in teaching reading as they are not exclusively trained to teach reading from the bottom-up; enhancement of teachers' capability in identifying and supporting students who have learning disorders; and prioritization of reading programs because of its far-reaching consequences in students' academic success.

**WHEREAS**, DNSC is a public higher education institution located in Panabo City, Davao del Norte. It is mandated by its charter to provide higher professional, technical, and special instructions for specific purposes and promote research and extension services, advanced studies and progressive leadership in education, engineering, arts, sciences, fisheries, and other fields.

**WHEREAS**, the Department of Education Panabo City Division is a government entity geared towards fostering a child-friendly, gender-sensitive, safe, and motivating environment where teachers and administrative staff facilitate learning and constantly nurture every learner through an enabling and supportive environment for effective learning to happen, and which actively engages stakeholders for developing life-long learners.

**WHEREAS**, both parties will collaborate around the enhancement of teachers' pedagogical strategies, instructional design, and technology-based interventions in teaching reading to learners in all reading levels.

**NOW THEREFORE**, for and in consideration of the foregoing premises, the parties hereto hereby agree as follows:

#### I. THE PROJECT

This agreement covers the project titled "**Equipping and Empowering Reading Program Implementors in Junior and Senior High Schools**" with its objectives, methodology, expected outputs and timeline.

The purpose of this agreement are (a) to capacitate reading program implementors and teachers with the following: Pedagogical strategies in teaching reading to learners in all reading levels; Instructional materials selection and design; Reading program development and enhancement; and Technology-based interventions in addressing reading needs; and (b) Facilitate the creation of an Enhanced Reading Program Proposal.

#### II. DURATION OF THE AGREEMENT

July 2025 to November 2025

### III. ROLES AND RESPONSIBILITIES OF THE PARTIES

#### 1. The FIRST PARTY shall:

- 1.1 Provide support to the Second Party in Research and Extension Activities covered by this agreement from the conceptualization to publication;
- 1.2 Provide expertise in the conduct of training, seminars on Enhancement of Reading Program Implementation; and
- 1.3 Provide support to the SECOND PARTY's Reading Program Implementors in crafting and implementing their respective Enhanced Reading Program Proposal.
- 1.4 Present the project output at the regional/national/international conferences; and
- 1.5 Ensure to maximize the allocated budget amounting to Php 55,000.00 from Research, Extension, and Production funds.

#### 2. The SECOND PARTY shall:

- 2.1 Engage in full participation during the conduct of capacity building of Reading Program Implementors;
- 2.2 Take charge in the identification of participants on the series of trainings and seminars to be provided by the First Party;
- 2.3 Conducts monitoring of the implementation of the Enhanced Reading Program Proposals;
- 2.4 Conducts monitoring and evaluation of the mentioned activities with the First Party; and
- 2.5 Ensure that participation to this activity is subject to the no-disruption-of-classes policy provided under DepEd Order No. 9, s. 2005 titled "Instituting Measures Increase Engaged Time-on-Task and Ensuring Compliance Therewith".

### IV. OWNERSHIP OF PURCHASED EQUIPMENT AND FACILITIES

Should any equipment or facility relative to the conduct of this Project is purchased by the FIRST PARTY, the latter reserves the right to the ownership of the same subject to the agreement to such effect.

Transfer of possession of any equipment or facility in favor of the SECOND PARTY and/or the THIRD PARTY shall require the issuance of appropriate legal instrument and the completion of any and all required accounting and audit procedure for the purpose.

### V. OWNERSHIP AND UTILIZATION OF INFORMATION, TECHNOLOGIES, INVENTIONS, AND IMPROVEMENTS

The PARTIES hereby agree and understand that intellectual property rights, ownership and enjoyment thereof arising from this project shall be governed by the applicable provisions of RA 10055 (*An Act Providing the Framework and Support System for the Ownership, Management, Use, and Commercialization of Intellectual Property Generated from Research and Development funded by Government and for other purposes*), RA 8439 (*An Act Providing a Magna Carta for Scientists, Engineers, Researchers and other Science and Technology Personnel in Government*), and RA 8293 (*An Act Prescribing the Intellectual Property Code and Establishing the Intellectual Property Office, Providing for Its Powers and Functions, and for Other Purposes*) including their respective Implementing Rules and Regulations, as well as existing and future policies of the FIRST PARTY on Intellectual Property Rights such as but not limited to the following:

  
JOY M. SORROSA, PhD  
President  
Davao del Norte State College

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

  
IRYHNE PETALCORIN  
Witness

  
SAMSEL RHY'S A. PAMPILON  
Witness

  
ARNOLD M. DUPING, PhD  
Witness

1. Any publication arising from the activities undertaken by virtue of and pursuant to this Memorandum of Agreement (MOA) shall clearly establish and identify the source of the output and grant, respectively.
2. All reports arising from activities undertaken by virtue of and pursuant to this Memorandum of Agreement shall be made in the name of the PARTIES, as source of the output and grant, respectively. The names of the Program Leaders/Project Leaders/Authors shall be identified, recognized and included in the report.
3. The **FIRST PARTY** shall have the right to freely use all data and findings by virtue of and pursuant to this Contract for any of the purposes within its legal mandate. There shall be documented communication on the use of any of the data or information contained in reports and the purposes thereof, to ensure that government-funded research is utilized, continuously supported, and properly documented for the widest dissemination and use by the general public, and to encourage further scientific studies and researches.
4. The **PARTIES** shall ensure that the project and its outcome would not violate the intellectual property rights of any third party.

## VI. ACTIVITIES DEALING WITH INDIGENOUS PEOPLE'S PROPERTIES, RESOURCES, KNOWLEDGE AND/OR HERITAGE

In case the project would utilize any property, knowledge, heritage, culture, tradition, institution and/or any other resource that belongs to any indigenous community, the implementing **PARTY** has the responsibility of securing the indigenous community's free prior informed consent and subject itself to the provisions and requirements relative to researchers and research outcomes provided in *RA 8371 (An Act to Recognize, Protect and Promote the Rights of Indigenous Cultural Communities/Indigenous People, Creating a National Commission of Indigenous People, Establishing Implementing Mechanisms, Appropriating Funds Therefor, and for Other Purposes)* and its Implementing Rules and Regulations, to protect and respect the community intellectual property rights of the concerned indigenous community.

For any violation of the provisions of the above law, with no valid cause to justify the same, the **PARTIES** may exercise the option of rescinding the agreement, through written notice citing the violation found, and the funds and or properties may be required to be returned including all funds subject of this project.

## VII. GENDER FAIR AND INCLUSIVITY CLAUSE

It shall be observed that in the conduct of the project, discrimination on the basis of gender or disability shall not be tolerated by all parties. All reasonable efforts shall be exerted to provide equitable representation where possible in the implementation of this memorandum.

## VIII. ETHICAL CONDUCT OF ACTIVITIES

The **PARTIES** have the responsibility of ensuring that the conduct of the activities is in accordance with ethical standards especially those affecting vulnerable and marginalized sectors and communities.

## IX. DATA PRIVACY

All information, data, documents and papers exchanged between the PARTIES in relation to the preparation and execution of this Memorandum of Agreement shall be treated by the Parties in utmost confidentiality and shall not be divulged or shared with any third party, without the prior written consent of the other Party.

## X. AMENDMENT PROVISION

  
JOY M. SORROSA, PhD  
President  
Davao del Norte State College

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

  
IRYHNE E. PETALCORRIN  
Witness

  
SAMSEL RHYS A. PAMPILON  
Witness

  
ARNOLD D. M. DUPING, PhD  
Witness

Any amendments on the stipulations hereof shall be done through a supplementary agreement to be prepared by the party requiring such and shall be mutually consented by the **PARTIES**. Notarization of such shall be taken care of by the party who prepared the amendments/additional provisions.

#### XI. TERMINATION AGREEMENT OR NOTICE

This Memorandum of Agreement may be terminated by any party on grounds including, but not limited to, (1) failure to comply with any of the terms of this Agreement, (2) failure to make satisfactory progress towards achieving the level of participation by any party, (3) unreasonable delay, (4) inaction, after repeated demands, or (5) break of obligation. In any of the aforementioned events, a Notice of Intent to Terminate the Agreement shall be issued by the aggrieved party, which will set off the provision on dispute resolution under Item XIV of this Agreement.

#### XII. DISPUTE RESOLUTION

If any dispute or difference of any kind whatsoever shall arise between the **PARTIES** in connection with the implementation or interpretation of this contract, the **PARTIES** shall make every effort to resolve amicably such dispute or difference by mutual consultation.

In case of failure, the Rules on Alternative Dispute Resolution (ADR) between national government agencies under Republic Act No. 9285 shall apply. This is, however, without prejudice to the provision of Rule 26 of RA 10055 on resolution of disputes, particularly on matters pertaining to ownership.

#### XIII. SEPARABILITY CLAUSE

In the event that one or more provisions contained herein shall be held invalid, illegal or unenforceable in any respect and for any reason, the remaining provisions shall remain valid, legal and enforceable.

#### XIV. RISK MANAGEMENT AND INDEMNIFICATION CLAUSE

For occupational safety and health risk management, risk assessment shall be done to identify potential hazards. Prior to the conduct of activities, both parties shall jointly assess the possible risks and hazards that may be incurred during the implementation of the research. Both parties shall agree on precautionary measures while on field work.

In case of *force majeure* or Acts of God, neither Party shall be in breach of its obligations under this Agreement.

#### XV. DOCUMENTS COMPRISING THIS AGREEMENT

All documents which shall form part of this Memorandum Agreement are listed in ANNEX "A" which is herewith attached and made an integral part hereof.

#### XVI. EFFECTIVITY OF THE AGREEMENT

This Agreement shall take effect on JULY 7, 2025.

**IN WITNESS WHEREOF**, the **PARTIES** hereunto have affixed their respective signatures this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, at \_\_\_\_\_, Philippines.

DAVAO DEL NORTE STATE COLLEGE  
FIRST PARTY

DEPARTMENT OF EDUCATION  
PANABO CITY DIVISION  
SECOND PARTY

By:

By:

*[Signature]*  
JOY M. SORROSA, PhD  
DNSC President

*[Signature]*  
JINKY B. FIRMAN, PhD, CESO VI  
SCHOOLS DIVISION SUPERINTENDENT

*Signed in the presence of:*

*[Signature]*  
SAMSEL RHYS A. PAMPILON  
Witness

*[Signature]*  
ARNOLD M. DUPING, PhD  
Witness

*[Signature]*  
IRYHN E. PETALCORIN  
Witness

#### ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)  
City of Panabo )S. S.

BEFORE ME, a Notary Public, for and in the City of Panabo, this  
6th day of November, 2025, personally appeared:

	ID No.	Issued on/Issued at
JOY M. SORROSA, Ph.D.	DL No. <u>106-07-602263</u>	
JINKY B. FIRMAN, PhD, CESO VI	DL No. <u>0449124</u>	

Known to me and to me known to be the same persons who executed the foregoing instrument and who acknowledged to me that the same is their free and voluntary act and deed, and that of the institutions respectively they represented.

The foregoing instrument refers to a Memorandum of Agreement (MOA) consisting of five (5) pages, including the page in which this Acknowledgement is written, signed by the parties, including their instrumental witnesses on each and every page thereof and sealed with my notarial seal.

WITNESS MY HAND AND SEAL, on the date and place above written.

NOTARY PUBLIC

Doc. No. 57;  
Page No. 105;  
Book No. 3;  
Series of 2025

*[Signature]*  
ATTY. LORENA S. PINOON-FONTANILLA  
NOTARY PUBLIC  
Until December 31, 2026  
Roll of Attorney's No. 62803  
Notarial Commission No. 18-2024  
PTR No. 0999922 • 01/02/2025 • Panabo City  
IBP Lifetime Member No. 73611