



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

January 21, 2026

DIVISION MEMORANDUM
No. 076, s. 2026

**PLANNING AND COORDINATION CONFERENCE ON THE IMPLEMENTATION OF
CURRICULUM IMPLEMENTATION DIVISION (CID)-LED HRD-FUNDED
PROFESSIONAL DEVELOPMENT (PD) PROGRAMS FOR FY 2026**

To: Assistant Schools Division Superintendent
Schools Governance and Operations Division Chief
Curriculum and Implementation Division Chief
Education Program Supervisors
Concerned District Supervisors/Principals In-Charge
Concerned Public Elementary and Secondary School Heads
All Others Concerned

1. Pursuant to the Schools Division's commitment to ensure that HRD-funded, Division-led Professional Development (PD) programs are strategically aligned, needs- and evidence-based, and compliant with the quality standards of the National Educators Academy of the Philippines (NEAP), the Schools Governance and Operations Division – Human Resource Development Section (SGOD-HRDS), in coordination with the Curriculum Implementation Division (CID), shall conduct a one-day Planning and Coordination Conference on CID-led Professional Development (PD) Programs for FY 2026 on February 18, 2026 at Casa Miguel, Catarman, Northern Samar.
2. This one-day planning conference aims to:
 - a. set the strategic direction for FY 2026 CID-led HRD-funded PD programs by ensuring alignment of proposed learning area/program initiatives with the Division strategic priorities, and evidence from research and significant Monitoring and Evaluation (M&E) results;
 - b. review and agree on program goals, targets, and success indicators for each learning area/program, anchored on available evidence and priority learning needs;
 - c. finalize the CID Professional Development Plan component for FY 2026 through mapping of PD programs and PD needs; and
 - d. Develop a consolidated and time-bound implementation roadmap for the implementation of CID-led PD programs for FY 2026.
3. The participants of this activity are the CID Chief, SGOD Chief, (10) Education Program Supervisors, selected Public Schools District Supervisors (PSDS)/Principals In-Charge, and selected School Heads/Master Teachers (3 per learning area/program), and SGOD HRDS.

4. This Memorandum serves as the Authority to Travel of all involved.
5. Expenses incurred in the conduct of this activity such as meals shall be charged against the 2026 HRD Fund, while travel and other incidental expenses shall be charged against local fund/School MOOE, subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of and compliance with this Memorandum are desired.


GAUDENCIO C. ALJIBE JR., PhD, CESO V
Schools Division Superintendent

Enclosure: As stated

References: As stated

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

NEAP PROFESSIONAL DEVELOPMENT

SGOD-HRDS-PRB

DepEd Northern Samar

RELEASED

By:

Date: 18 FEB 2026



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Enclosure No. 1 of DM DP, s. 2026**Activity Matrix**

Time	Session / Activity	Key Outputs	Lead/Facilitators
8:00–8:30	Arrival and Preliminaries	Attendance sheet; participant grouping by learning area/program	Secretariat (SGOD-HRDS/CID)
8:30–8:45	Opening Program	Shared understanding of purpose and expected outputs	SDS/ASDS (or representative), CID Chief
8:45–9:05	Conference Objectives, Flow, and Output Standards	Agreed output standards & timeline for the day	SGOD-HRDS (HRD), CID Planning Point Person
9:05–9:45	Strategic Alignment Inputs: Division Priorities, Research/M&E Highlights	Alignment anchors: key directions, priority gaps, evidence highlights	CID/SGOD Focals
9:45–10:00	Health Break	—	Secretariat
10:00–11:15	Evidence Clinic: Sources of Data for PD Needs and Targeting	Agreed data sources per learning area/program (TA Plan, monitoring plan, M&E results, etc.)	SGOD-HRDS and CID focal
11:15–12:00	Workshop 1: PD Needs Mapping & Program Design Using the Template	Draft mapped PD entries with required fields: i.e., PD title, NEAP core classification, governance level, objectives, target profile, PPST focus, expected outputs, dates, PD approach, key persons, materials, funds/source of data	Assigned Facilitators per group (CID and SGOD-HRDS)
12:00–1:00	Lunch Break	—	—

1:00– 2:30	Workshop 2: PD Program Profile and Resources	(1) Prioritized PD topics per group; (2) identified writers/resource package developers ; (3) resource package development timeline and QA checkpoints	CID Supervisors and SGOD-HRDS
2:30– 2:45	Health Break	—	Secretariat
2:45– 4:30	Next Steps: Implementation Roadmap, Monitoring Touchpoints, Commitments	Consolidated time-bound implementation plan : key milestones for resource package development, QA, and implementation; agreed coordination and monitoring touchpoints	CID Supervisors and SGOD-HRDS
4:30– 5:00	Closing Program	Shared commitment & submission reminders	CID Chief / SGOD- HRDS

PROGRAM MANAGEMENT TEAM	
NAME	DESIGNATION
Dr. Gaudencio C. Aljibe Jr., CESO VI	Activity Manager
Dr. Rey F. Bulawan	Co-Activity Manager
Dr. Noe M. Hermosilla	Onsite Managers
Dr. Elna D. Enano	Co-onsite Manager
Deah A. Gamao	Finance Manager
Merlita B. Fajardo	QAME Manager
Noe M. Hermosilla	Resource Persons
Elna D. Enano	
Peter R. Bobiles	
Pepito E. Saldo Jr.	
April D. Ballicud	
Cindy Celespara	HRDS EPS II
Wilkins Wong	HRDS Staff