



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

August 14, 2025

DIVISION MEMORANDUM

No. 267, s. 2025

REGIONAL TRAINING ON THE ACADEMIC RECOVERY
AND ACCESSIBLE LEARNING (ARAL) PROGRAM
AND ORIENTATION OF SCHOOL HEADS

To: Assistant Schools Division Superintendent
Chiefs of CID and SGOD
Education Program Supervisors
Public Elementary and Secondary School Heads
Public Elementary and Secondary Teachers
All Others Concerned

1. As regards Regional Memorandum 623, s. 2025 re: **Regional Training on the Academic Recovery and Accessible Learning (ARAL) Program and Orientation of School Heads** to be held at NEAP-RX, Lapasan, Cagayan de Oro City on August 21-23, this Office directs the identified participants to join the above-mentioned training.

2. The participants to this Regional Training and Orientation are the following:

August 21-22, 2025

No.	Participants	Position	Station
1	Jovit D. Comon	EPS	DO-CID
2	Genevieve E. Lusterio	EPS	DO-CID
3	Jamaica D. Gaid	Teacher I	Cogon ES
4	Ritchel Q. Ampoyo	Teacher I	ECCS
5	Rowena P. Oplas	Teacher II	ECCS
6	Carmille V. Gahay	Teacher III	Himaya NHS

August 23, 2025

No.	Participants	Position	Station
1	Jigger M. Tomarong	MT-II/ SIC	Hinigdaan ES
2	Jessica B. Ramos	Head Teacher III	Sinaloc ES
3	Sammy S. Tres Reyes	Principal I	ECCS
4	Roger E. Pagayon	Head Teacher IV	Amoros ES
5	Jovel C. Labis	Head Teacher I	Ulaliman ES
6	Helen S. Palasan	Principal III	Molugan CS
7	Zigger E. Villahermosa	Head Teacher I	Himaya ES
8	Phoebe Joy P. Lopez	MT-I/ SIC	Cogon NHS
9	Therese Angelie M. Romasanta	MT-I/ SIC	ECNHS
10	Jessica C. Micabalo	MT-I/ SIC	Molugan NHS



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3. For the regional training, check-in at NEAP-RX is on August 21, 2025, with breakfast as the first meal; check-out is on August 22, 2025, with dinner as the last meal. The school heads' one-day orientation will take place on August 23, 2025, with breakfast, snacks, and dinner.
4. The participants' travel expenses for both activities shall be charged to BEC Funds downloaded to the Regional Office (RO) while their other incidentals shall be charged to the SDO's MOOE/ local funds/ school funds, subject to the existing auditing and accounting rules and procedures.
5. The participants shall be entitled to vacation service credits in accordance with DepEd Order No. 013, s. 2024 "Revised Guidelines on the Grant of Vacation Service Credits for Teachers" or DepEd Order No. 009, s. 2025 "Amendment to DepEd Order No. 009, s. 2024 (Implementing Guidelines on the School Calendar and Activities for the School Year 2024-2025) or compensatory time-off (CTO) pursuant to CSC-DBM Joint Circular No. 2, s. 2004 "Non-Monetary Remuneration for Overtime Services Rendered" whichever is applicable.
6. This Office adheres to the Equal Opportunity Principle (EOP) in observing all policies and protocols of the said activity. Hence, all actions shall be based on guidelines set with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
7. This Office directs the immediate dissemination and strict compliance of this memorandum.


RANDOLPH B. TORTOLA
Schools Division Superintendent

To be indicated in the **Perpetual Index**
under the following subject:
ARAL Training Orientation

RE: Regional Training on the Academic Recovery and Accessible Learning (ARAL) Program

CID/jdc