



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

September 01, 2025

DIVISION MEMORANDUM
No. 296, s. 2025

PRE-WORK ON TRAINING OF SCHOOL LEADERS ON THE REVISED K TO 12 CURRICULUM IMPLEMENTATION PHASE 2 CUM TRAINING OF TUTORS AND INSTRUCTIONAL LEADERS ON THE ARAL PROGRAM IMPLEMENTATION

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. To ensure the smooth conduct of the Training of School Leaders on the Revised K to 12 Curriculum Implementation Phase 2 and the Training of Tutors and Instructional Leaders on the ARAL Program Implementation, a **Pre-Work on Training of School Leaders on the Revised K to 12 Curriculum Implementation Phase 2 cum Training of Tutors and Instructional Leaders on the ARAL Program Implementation** shall be conducted on September 1, 2025, at 2:00 PM onwards at the ALS Office, Ground Floor, Diamond Building, Division Office, Poblacion, El Salvador City.

2. The participants to this Pre-work are the following:

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
7	Jigger M. Tomarong	MT-II/SIC	Hinigdaan ES
8	Jovel C. Labis	Head Teacher I	Ulaliman ES
9	Roger E. Pagayon	Head Teacher IV	Amoros ES
10	Janeve I. Caballa	MT-I	Taytay ES

3. This pre-work session aims to
a. present the objectives, expected outputs, and schedule of the upcoming training programs;
b. discuss roles and responsibilities of the assigned personnel; and
c. finalize logistical, technical, and administrative requirements.



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4. 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.

5. 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 Pre-work Orientation

RE: Pre-Work on Training of School Leaders on the Revised K to 12 Curriculum Implementation Phase 2 cum Training of Tutors and Instructional Leaders on the ARAL Program Implementation

CID/jdc