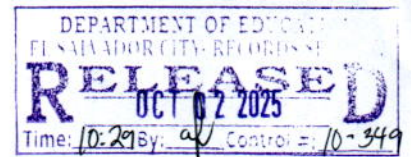




Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY



September 26, 2025

DIVISION MEMORANDUM
NO. 349, s. 2025

**PARTICIPATION TO THE PD PROGRAM BUILDING TEACHER EXPERTISE:
ENHANCING TEACHERS' COMPETENCE IN CONTENT AND PEDAGOGY**

To: **JESSICA C. MICABALO**, School Head
All Others Concerned

1. Regarding Regional Memorandum No. 569, s. 2025, Re: **Conduct of the PD Program Building Teacher Expertise: Enhancing Teachers' Competence in Content and Pedagogy**, this Office enjoins the above cited personnel to attend the aforesaid training on September 28 to October 3, 2025 at NEAP Baguio City.
2. To ensure smooth continuity of school operations, the participant is advised to make necessary arrangements for school management. An Officer-in-Charge maybe designated to oversee essential matters, excluding financial concerns and other issues that require the direct attention of the immediate school head.
3. Travel and other incidental expenses incurred in this activity shall be charged against School MOOE and other local funds subject to the usual accounting and auditing rules and regulations.
4. Further, this Memorandum also serves as the Official Authority to Travel of the identified participant.
5. Moreover, this Office shall adhere to the Equal Opportunity Principle (EOP) in the steps undertaken for this purpose. Hence, all decisions and actions shall be based on guidelines set forth, with no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.
6. This Office directs the immediate and wide dissemination of this Memorandum.


RANDOLPH B. TORTOLA
Schools Division Superintendent

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

Values Education CURRICULUM MONITORING PROGRAMS

RE: Participation to the PD Program Building Teacher Expertise: Enhancing Teachers' Competence in Content and Pedagogy

CID/mml



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Doc. Ref. Code	SDO-OSDS-F001	Rev	00
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