



Republic of the Philippines  
Department of Education  
Region XII  
Schools Division Office of Tacurong City

02 September 2026

**DIVISION MEMORANDUM**

CID-2026- 110

**PARTICIPANTS OF SDO TACURONG CITY FOR THE REGIONAL TRAINING ON  
ENHANCING TEACHING QUALITY THROUGH INSTRUCTIONAL COACHING AND  
MENTORING FOR LITERACY AND NUMERACY - PHASE 4 (BATCH 2)**

**To:** Assistant Schools Division Superintendent  
Functional Division Chiefs  
Education Program Supervisors  
Cluster Heads  
Elementary and Secondary School Administrators  
Public Schools  
*This Division*

1. In reference to Regional Memorandum NEAP-2026-074, titled **“Regional Training on Enhancing Teaching Quality Through Instructional Coaching and Mentoring for Literacy and Numeracy – Phase 4”**, the Schools Division Office of Tacurong City, through the Curriculum Implementation Division (CID), hereby identifies the following participants to attend the said activity scheduled on **September 9-13, 2026 at The Farm @ Carpenter Hill, Koronadal City.**

2. The identified participants are listed below:

|    | <b>Name</b>             | <b>Position</b> | <b>Station</b> | <b>Role</b>     |
|----|-------------------------|-----------------|----------------|-----------------|
| 1  | Rona L. Bred            | EPS             | SDO            | Resource Person |
| 2  | Ronald A. Pelitro       | EPS             | SDO            | Resource Person |
| 3  | Romulo C. Ventura, Jr.  | SP-I            | SDO            | Resource Person |
| 4  | Dennis B. Rubin         | MT-II           | ASIS           | Resource Person |
| 5  | John Gil L. Pamposa     | SP-I            | MAMMES         | Resource Person |
| 6  | Jeany Lyn F. Caballero  | MT-I            | TPES           | Participant     |
| 7  | Isidro E. Carvajal      | MT-I            | TPES           | Participant     |
| 8  | Maria May F. Ollosa     | MT-I            | TPES           | Participant     |
| 9  | Clarence Dale M. Pampag | MT-I            | TPES           | Participant     |
| 10 | Noeme D. Panizales      | MT-I            | TPES           | Participant     |
| 11 | Melody B. Fernandez     | MT-II           | TPES           | Participant     |
| 12 | Myra P. Ballera         | MT-II           | TPES           | Participant     |
| 13 | Bella Ellinore G. Lacro | MT-II           | TPES           | Participant     |
| 14 | Noemi G. Lagunoy        | MT-II           | TPES           | Participant     |
| 15 | Gladys P. Viola         | MT-II           | TPES           | Participant     |
| 16 | Jeanilee T. Asuncion    | MT-II           | TPES           | Participant     |
| 17 | Mayflor T. Ponce        | MT-II           | TPES           | Participant     |
| 18 | Joseph L. Tayo          | MT-II           | TPES           | Participant     |



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|    |                       |        |           |             |
|----|-----------------------|--------|-----------|-------------|
| 19 | Lovelyn P. Sevilla    | MT-II  | NICES     | Participant |
| 20 | Melba M. Pablico      | MT-II  | NICES     | Participant |
| 21 | Helen C. Colubio      | MT-II  | NICES     | Participant |
| 22 | Lolita L. Acosta      | MT-II  | NICES     | Participant |
| 23 | Jedelyn B. Portuito   | MT-I   | NICES     | Participant |
| 24 | Jocelyn A. Antonio    | MT-II  | JHLES     | Participant |
| 25 | Christine G. Umadhay  | MT-I   | JHLES     | Participant |
| 26 | Maria Fe F. Jayag     | MT-II  | MZBES     | Participant |
| 27 | Brilin A. Adalin      | MT-III | KES       | Participant |
| 28 | Edsubaina K. Angeles  | MT-I   | KES       | Participant |
| 29 | Mary Jane F. Camilon  | MT-I   | AFSCS     | Participant |
| 30 | Adonis S. Gacho       | MT-III | PAES      | Participant |
| 31 | Krizza Mae E. Aguirre | MT-I   | TES       | Participant |
| 32 | Febie Lee B. Pelitro  | MT-I   | SEES      | Participant |
| 33 | Ruby C. Arcenas       | MT-I   | JACS      | Participant |
| 34 | Maria Fe P. Catalan   | MT-II  | JACS      | Participant |
| 35 | Grace E. Cuevas       | MT-I   | JVLSES    | Participant |
| 36 | Alcid S. Sabdani      | MT-I   | JVLSES    | Participant |
| 37 | Thelma P. Sabdani     | MT-I   | EPBMES    | Participant |
| 38 | Mary Grace D. Arabis  | MT-I   | LMES      | Participant |
| 39 | Helen H. Gamboa       | MT-III | RMES      | Participant |
| 40 | Lucy F. Padillo       | MT-III | RMES-BEAM | Participant |
| 41 | Imelda V. Bracamonte  | MT-II  | MAMMES    | Participant |
| 42 | Neptali P. Mayuga     | MT-II  | ASIS      | Participant |
| 43 | Jocelyn R. Hagoriles  | MT-II  | ASIS      | Participant |
| 44 | Janet V. Magtulis     | MT-I   | BES       | Participant |
| 45 | Jeanette P. Garde     | MT-I   | SAES      | Participant |

3. All participants are required to register through the online form available at the NEAP SOCCSKSARGEN Training Hub through this link <https://sites.google.com/depd.gov.ph/neapsoccksargenregion/home> by clicking the "**Registration**" button. Registration shall be completed on or before September 4, 2026, until 5:00 p.m.

4. To ensure a productive and meaningful training, participants are required to bring the following:

- a) laptop, extension cord, and internet back-up;
- b) presentable attire for five days, preferably smart casual; and
- c) personal medicine maintenance.

5. Onsite registration and attendance shall commence at 1:00 p.m. on Day 1. The first meal to be served is p.m. snacks on Day 1, while the last meal will be lunch on Day 5.



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6. Participants shall be entitled to service credits or Compensatory Time-Off (CTO), in accordance with DepEd Order No. 53, s. 2003, titled "Updated Guidelines on the Grant of Vacation Credits to Teachers", should the activities fall on weekends, work suspension, official breaks, or holidays.
7. Board and lodging, as well as supplies and materials of the participants shall be charged to RO-HRD fund under OSEC-12-26-04165, while transportation expenses shall be charged against their respective Local/MOOE Fund, subject to existing accounting and auditing rules and regulations to the usual accounting and auditing rules and regulations.
8. Enclosed is Regional Memorandum NEAP-2026-074 for reference and complete information.
9. For inquiries and concerns, please contact EPS Rona L. Bred, TEACEP Focal Person at [rona.bred@deped.gov.ph](mailto:rona.bred@deped.gov.ph).
10. Immediate and wide dissemination of this Memorandum is desired.

**CARLOS G. SUSARNO, PhD, CESO VI**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

Enclosure: As stated  
Reference: RM NEAP- 2026-074  
Allotment: None

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

**LITERACY  
TRAININGS**

**NUMERACY  
PROGRAMS**

RAP/RLB/DM/CID/PARTICIPANTS OF SDO TACURONG CITY FOR THE REGIONAL TRAINING ON ENHANCING TEACHING QUALITY THROUGH INSTRUCTIONAL COACHING AND MENTORING FOR LITERACY AND NUMERACY-PHASE 4 (BATCH 2)/September 2, 2026



Address: Alunan Highway, Poblacion, Tacurong City 9800  
Telephone Numbers: (064)-562-4880; 0919-065-6425  
Email: [tacurong.city@deped.gov.ph](mailto:tacurong.city@deped.gov.ph)  
Website: [depedtacurong.org](http://depedtacurong.org)



Republic of the Philippines  
**Department of Education**  
SOCCSKSARGEN REGION

31 Jul 2026

REGIONAL MEMORANDUM  
NEAP-2026-074

**REGIONAL TRAINING ON ENHANCING TEACHING QUALITY THROUGH  
INSTRUCTIONAL COACHING AND MENTORING FOR LITERACY AND  
NUMERACY - PHASE 4**

TO: Schools Division Superintendents  
Schools Division TEACEP Focal Person

1. Pursuant to DM-OULS-2026-157, titled "*Conduct of Enhancing Teaching Quality through Instructional Coaching and Mentoring for Literacy and Numeracy*," this Office, through the Human Resource Development Division (HRDD) in collaboration with the Curriculum and Learning Management Division (CLMD), announces the **Regional Training on Enhancing Teaching Quality through Instructional Coaching and Mentoring for Literacy and Numeracy - Phase 4**, to be conducted on the schedule indicated below:

|         | Division                                                | Date                    | Participants               |
|---------|---------------------------------------------------------|-------------------------|----------------------------|
| Batch 1 | Cotabato                                                | September 9-13,<br>2026 | Elementary Master Teachers |
| Batch 2 | Koronadal City,<br>Tacurong City, and<br>Sultan Kudarat |                         |                            |
| Batch 3 | Sarangani and<br>General Santos<br>City                 |                         |                            |
| Batch 4 | South Cotabato<br>and Kidapawan<br>City                 |                         |                            |

2. The training aims to strengthen school-based instructional leadership by enhancing the instructional coaching and mentoring competencies of Elementary Master Teachers, thereby improving the quality of teaching and learning and contributing to better literacy and numeracy outcomes among learners.

3. The allocation of participants per Schools Division Office is provided in **Enclosure 1**. All Schools Division Offices, through their respective TEACEP Focal Persons, are directed to submit the endorsed list of participants and the Program Management Team (PMT) using the prescribed templates attached as **Enclosures 2 and 3**. The duly accomplished endorsement forms shall be submitted via email to [neap.ro12@deped.gov.ph](mailto:neap.ro12@deped.gov.ph) on or before **August 28, 2026**.

4. All participants are required to register through the online form available at the NEAP SOCCSKSARGEN Training Hub (<https://sites.google.com/deped.gov.ph/neapsoccksargenregion/home>) by clicking the "Registration" button. Registration shall be completed on or before **September 4, 2026, until 5:00 p.m.**



Prime Regional Government Center, Brgy. Carpenter Hill, City of Koronadal  
Telephone Nos.: (083) 2288825/ (083) 2281893  
Email Address: [region12@deped.gov.ph](mailto:region12@deped.gov.ph)  
Website: [depedroxii.org](http://depedroxii.org)





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5. To ensure a productive and meaningful training, participants are required to bring the following:
  - a. laptop, extension cord, and internet back-up
  - b. presentable attire for five days, preferably smart casual
  - c. personal medicine maintenance
6. Onsite registration and attendance shall commence at 1:00 p.m. on Day 1. The first meal to be served is p.m snacks on Day 1, while the last meal will be lunch on Day 5.
7. Participants shall be entitled to service credits or Compensatory Time-Off (CTO), in accordance with DepEd Order No. 53, s. 2003, titled "Updated Guidelines on the Grant of Vacation Service Credits to Teachers," should the activities fall on weekends, work suspension, official breaks, or holidays.
8. Board and lodging, as well as supplies and materials, shall be charged to the RO-HRD fund under OSEC-12-26-04165, while the transportation expenses shall be charged to their respective SDOs through the downloaded HRD Fund/local fund, subject to the usual accounting and auditing rules and regulations.
9. For inquiries and clarifications, contact Arjay C. Raborar, Education Program Specialist II, NEAP-XII, via email at [arjay.raborara@deped.gov.ph](mailto:arjay.raborara@deped.gov.ph).
10. For immediate dissemination and compliance.

**ATTY. ALBERTO T. ESCOBARTE, CESO II**  
Regional Director

Encl.: As stated  
Reference: As stated  
Allotment: OSEC-12-26-04165  
To be indicated in the Perpetual Index  
under the following Subject:

TRAINING

ACR/HRDD-NEAP/RM-REGIONAL TRAINING ON ENHANCING TEACHING QUALITY THROUGH INSTRUCTIONAL COACHING AND MENTORING FOR LITERACY AND NUMERACY -PHASE 4  
073/July 31, 2026

ROHS



Prime Regional Government Center, Brgy. Carpenter Hill, City of Koronadal  
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Email Address: [region12@deped.gov.ph](mailto:region12@deped.gov.ph)  
Website: [depedroxii.org](http://depedroxii.org)





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*Enclosure 1 to Regional Memorandum NEAP-2026-074*

**ALLOCATION OF PARTICIPANTS PER SDO**

| <b>SDO/Office</b>   | <b>Participants</b> | <b>RP</b> | <b>PMT</b> | <b>Total</b> |
|---------------------|---------------------|-----------|------------|--------------|
| Cotabato            | 310                 | 12        | 12         | 334          |
| General Santos City | 120                 | 7         | 4          | 131          |
| Kidapawan City      | 50                  | 7         | 2          | 59           |
| Koronadal City      | 45                  | 7         | 2          | 54           |
| Sarangani           | 170                 | 10        | 6          | 186          |
| South Cotabato      | 175                 | 10        | 6          | 191          |
| Sultan Kudarat      | 175                 | 10        | 6          | 191          |
| Tacurong City       | 40                  | 5         | 2          | 47           |
| Regional Office     |                     | 2         | 20         | 22           |
|                     | <b>1085</b>         | <b>70</b> | <b>60</b>  | <b>1215</b>  |