



Republic of the Philippines
Department of Education
Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

DEPED-DIVISION OF SURIGAO DEL SUR	
RELEASED	
DATE:	October 7, 2025
TIME:	10:59am
SIGNATURE:	

DIVISION MEMORANDUM
No. **428**, s. 2025

To: Division Chiefs
Public Schools District Supervisors/ District In-Charge
Concerned School Heads and Teachers
PMT and M&E
This division

**CAPACITY-BUILDING FOR ELEMENTARY AND SECONDARY TEACHERS
ON CONTENT AND PEDAGOGY**

1. The Department of Education, through the National Educators Academy of the Philippines (NEAP) and the Schools Division Office of Surigao del Sur, shall conduct the Capacity-Building for Elementary and Secondary Teachers on Content and Pedagogy. Details of the Activity are as follows:

Activity	LOCATION	DATE OF CONDUCT
Prewrite	Goldbar Hotel and Restaurant, Tandag City	October 9-10, 2025
Training Proper	Goldbar Hotel and Restaurant, Tandag City	October 22-24, 2025

2. This program aims to enhance teachers' pedagogical content knowledge, subject-matter expertise, and instructional strategies to strengthen their teaching competencies across various learning areas and key stages.
3. In line with this, the district office, through the school heads, is requested to endorse beginning teachers based on the allocated slots per learning area provided in enclosure 01, selected according to the qualification standards prescribed in the guidelines for the selection of participants.
4. To register, please visit this link: <https://bit.ly/4mknAW3>
5. The participants are reminded to bring their own laptops, chargers, extension cords, other sources of internet connectivity, and any necessary medications.
6. The school heads are reminded to implement necessary arrangements to ensure that participants in the program of concerned personnel will not cause class disruptions and hamper office operations.

7. Please refer to the table for meals:

Meals	Prewrite Day 1	Prewrite Day 2	Day 1	Day 2	Day 3
Breakfast		/		/	/
AM Snacks	/	/	/	/	/
Lunch	/	/	/	/	/
PM Snacks	/		/	/	/
Dinner	/		/	/	
Accommodation	/		/	/	

8. All expenses incurred during the conduct of this activity, which include meals, shall be charged against HRTD Funds, while travel expenses and other incidental expenses of the participants shall be charged against their School MOOE. All expenses must be subject to the usual accounting and auditing rules and regulations.
9. For further inquiries and clarification, you may contact Ms. Erlyn G. Mangadlao, EPS II – HRD and Mr. Marjun P. Ordoña, EPS II-HRD through email at surigaoodelsur.hrd@deped.gov.ph.
10. For immediate and wide dissemination of this memorandum to all concerned is highly appreciated.

LORENZO O. MACASOCOL, PhD, CESO V
Schools Division Superintendent

Encl.: List of PMT and Participants
Reference: none
To be indicated in the Perpetual Index
under the following subjects:

TRAINING

SGOD/egm
08/18/2025