Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City

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November 10, 2026

DIVISION MEMORANDUM
No. 511, s. 2026

CONDUCT OF THE 2ND REGIONAL PESPA PRINCIPALS TRAINING AND DEVELOPMENT PROGRAM CUM REGIONAL CONGRESS

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Elementary School Heads
Teachers-in-Charge
All other concerned

1. Pursuant to Regional Memorandum No. 714, s. 2026, this Office directs all concerned public elementary school heads, newly appointed school heads, and Teachers-in-Charge to participate in the **2nd Regional PESPA Principals Training and Development Program Cum Regional Congress** on November 23-25, 2026 at Hotel Supreme Mall and Events Center, Baguio City.

2. The activity aims to strengthen the leadership, management, and professional competencies of school leaders in addressing educational reforms and emerging challenges under the Three-Term School Calendar.

3. A registration fee of **₱7,800.00** per participant shall cover accommodation, meals, venue, conference materials, and other related expenses.

4. Expenses relative to participation, including registration, transportation, per diem, and other allowable expenses, may be charged against School/Division MOOE or other available local funds, subject to existing accounting and auditing rules and the availability of funds.

5. Attendance shall be considered **Official Business**, subject to the issuance of the appropriate travel authority and compliance with existing DepEd policies.

6. School heads are advised to ensure that classes and essential school operations remain uninterrupted during the conduct of the activity.

7. Immediate dissemination of and compliance with this Memorandum is directed.

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OIC- Schools Division Superintendent

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