



Republic of the Philippines  
**Department of Education**  
Region XI  
**SCHOOLS DIVISION OF DIGOS CITY**

**Office of the Schools Division Superintendent**

**June 11, 2025**

**DIVISION MEMORANDUM**

SGOD-2025 - 3/5

To : Assistant Schools Division Superintendent  
Division Chiefs  
Public Schools District Supervisors  
Education Program Supervisors  
Public School Heads  
Public School Teachers  
All Others Concerned

Subject: **CAPABILITY DEVELOPMENT MODULE ON DLP IMPLEMENTATION  
FOR THE PILOT-SCHOOL TEACHERS**

This is in reference to Regional Memorandum HRDD 2025-138 dated June 2, 2025, signed by Allan G. Farnazo, Director IV, re: **Capability Development Module on DLP Implementation for the Pilot-School Teachers.**

In line with this, **Matti National High School**, as one of the identified pilot schools in the Davao Region, is advised to conduct the said program based on the schedules indicated below. The activity shall be facilitated by the designated DLP trainers and the monitoring team from the Regional Office.

Activity	Participating RO and SDOs Designates	Dates	Venue
Virtual Coordination Meeting on the Delivery of the Capability Development Module on Implementing DLP	HRDD and CLMD Chiefs, NEAP R Focal Persons, HRDD EPS, Pilot SDOs Participants: SGOD and CID Chiefs and HRD SEPS	June 5, 2025	Via MS Teams bit.ly/DLP-Pilot  9:00 AM – 11:45 AM
Planning and preparation on the facilitation of the implementation on the DLP Development Module for Pinot School Teachers (Training Delivery Matrix; Enclosure 1: DM-OSEC-OUHROD-2025-001)	SDOs School Heads, EPS, PSDS, Master teachers, Head Teachers (DLP Trainers)	June 5, 2025	Via MS Teams bit.ly/DLP-Pilot  1:00 PM – 4:00 PM
SDO Managed Capability	SDOs and Schools (Teachers I-III,	June 9-11, 2025	Within the Pilot Schools



Address: Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002  
Telephone No: (082)553-8396 | (082)553-8376 | (082)553-9170  
| (082)553-8375



Republic of the Philippines  
**Department of Education**  
Region XI  
**SCHOOLS DIVISION OF DIGOS CITY**

**Office of the Schools Division Superintendent**

Development Module on DLP Implementation for Pilot -School Teachers	Master Teachers, Head Teachers (DLP Trainers)		
---	---	--	--

Access [tinyurl.com/DLPTRPackage](http://tinyurl.com/DLPTRPackage) for the DLP Resource package. Be Advised that only members of the RO-SDO Training Team and Trained DLP Trainers shall given access to the materials mentioned above. Further details are indicated in the enclosures.

The expenses for the board and lodging, transportation, and per diem to be incurred by the training management team and participants, and other incidental expenses relative to the conduct of the activities shall be charged against FY 2024 GMS-MOOE Continuing Allotment, subject to the usual accounting and auditing rules and regulations (Enclosure 1: DLP Pilot Region Funds Allocations List, DM-OUHROD-2025-1351).

Immediate dissemination of this Memorandum is desired.

*Melanie P. Estacio*  
**MELANIE P. ESTACIO, PhD, CESO VI**  
Schools Division Superintendent *6/11/25*

DepEd Schools Division of Digos City  
RECORDS SECTION  
**RELEASED**  
25-70167  
DATE: JUN 17 2025 TIME: 1:19p  
BY: *[Signature]*

Enclosed: As stated.  
SGOD/jsa





RECORDS



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

DepEd Schools Division Office - Davao City  
RECORDS SECTION  
**RECEIVED**  
DATE: 04 JUN 2025  
TIME: 12:53  
BY: [Signature]

June 2, 2025

REGIONAL MEMORANDUM  
HRDD-2025-138

CAPABILITY DEVELOPMENT MODULE ON DLP IMPLEMENTATION  
FOR THE PILOT-SCHOOL TEACHERS

To: Assistant Regional Director  
Schools Division Superintendents of Davao City, Davao de Oro,  
Davao del Sur, Davao Occidental, Digos City,  
Mati City and Panabo City

1. This has reference to DM- OUHROD-2025-1351 titled Downloading of Funds for the Conduct of the Capability Development Module on Dynamic Learning Program Implementation for Pilot-School Teachers, dated May 30, 2025.
2. Along this vein, the 7 identified Pilot Schools of Davao Region are advised to conduct the program according to the following schedules to be facilitated by DLP trainers and monitoring team of the Regional Office:

Activity	Participating RO and SDOs Designates	Dates	Venue
Virtual Coordination Meeting on the Delivery of the Capability Development Module on Implementing DLP	HRDD and CLMD • Chiefs, NEAP R Focal Persons, HRDD EPS, Pilot SDOs Participants: SGOD and CID Chiefs and HRD SEPS	June 5, 2025	Via MS Teams <a href="https://bit.ly/DLP-Pilot">bit.ly/DLP-Pilot</a>  9:00 AM – 11:45 AM
Planning and preparation on the facilitation of the implementation on the DLP Development Module for Pilot-School Teachers (Training Delivery Matrix; Enclosure 1: DM-OSEC-OUHROD-2025-001)	SDOs' School Heads, EPS, PSDS, Master teachers, Head Teachers (DLP Trainers)	June 5, 2025	Via MS Teams <a href="https://bit.ly/DLP-Pilot">bit.ly/DLP-Pilot</a>  1:30 PM – 4:00 PM
SDO Managed Capability Development Module on DLP Implementation for Pilot-School Teachers	SDOs and Schools (Teachers I-III, Master Teachers, Head Teachers (DLP Trainers)	June 9-11, 2025	Within the pilot school





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

3. Access [tinyurl.com/DLPTRPackage](http://tinyurl.com/DLPTRPackage) for the DLP Resource Package. Be advised that only members of the RO-SDO Training Team and Trained DLP Trainers shall be given access to the materials mentioned above. Further details are indicated in the enclosures.
4. The expenses for the board and lodging, transportation, and per diem to be incurred by the training management team and participants, and other incidental expenses relative to the conduct of the activities shall be charged against FY 2024 GMS-MOOE Continuing Allotment, subject to the usual accounting and auditing rules and regulations (Enclosure 1: DLP Pilot Region Funds Allocation List, DM-OUHROD-2025-1351).
5. Immediate dissemination of this memorandum is desired.

**ALLAN G. FARNAZO**  
Director IV

Encl.: As stated.  
ROH7/jlb







Republika ng Pilipinas

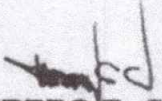
Department of Education

OFFICE OF THE UNDERSECRETARY  
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM  
DM-OUHROD-2025-1351

RECEIVED  
625/20013  
9:29  
02 JUN 2025

FOR : Concerned Regional Directors  
Concerned Schools Division Superintendents  
Concerned HRDD Chiefs/NEAP R Focal Persons  
All Others Concerned

FROM :  **WILFREDO E. CABRAL**  
Undersecretary  
Human Resource and Organizational Development

SUBJECT : **DOWNLOADING OF FUNDS FOR THE CONDUCT OF THE CAPABILITY DEVELOPMENT MODULE ON DYNAMIC LEARNING PROGRAM IMPLEMENTATION FOR PILOT-SCHOOL TEACHERS**

DATE : 30 May 2025

1. In reference to Joint Memorandum DM-OSEC-OUHROD-2025-001 "Delivery of the Capability Development Module on Dynamic Learning Program Implementation" dated 20 May 2025, the Department of Education – Central Office shall download FY 2024 General Management and Supervision – Maintenance and Other Operating Expenses (GMS-MOOE) Continuing Allotment to concerned Regional Offices (ROs) for the conduct of the following activity:

Activity	Date	Venue
Capability Development Module on Dynamic Learning Program (DLP) Implementation for Pilot-School Teachers	Any 3 consecutive days within June 2-13, 2025	Within the DLP Pilot Regions:  NCR Region IV-A Region V Region VII Region XI

2. The funds to be downloaded shall be distributed to the concerned ROs based on the **DLP Pilot Regions Funds Allocation List (Enclosure 1)**. The ROs are advised to submit a **Certificate of Concurrence (Enclosure 2)** to the Central Office ([neap.qad@deped.gov.ph](mailto:neap.qad@deped.gov.ph) copy furnished [michael.cabauatan@deped.gov.ph](mailto:michael.cabauatan@deped.gov.ph)) **not later than 03 June 2025**, to signify their agreement to accept the fund.



3. Upon receipt of the Sub-Allotment Release Order, the RO HRDD Chiefs/NEAP R Focal Persons shall do the following:
- a. Coordinate with the Budget/Planning Officer for the proper updating in the Program Management Information System (PMIS) reflecting the amount of funds received;
  - b. Encode the corresponding activity and its purpose in the PMIS; and
  - c. Facilitate the further downloading of funds to pilot Schools Division Offices (SDOs) based on the particulars and number of participants  
**(Enclosure 3 of DM-OSEC-OUHROD-2025-001)**
4. The savings generated after the processing of expenses for the abovementioned activity may be used for other expenses for DLP-related training activities. On the other hand, should there be any shortage of funds, it is requested that the amount to cover the deficit be charged against FY 2024 Human Resource Development (HRD) Funds/local funds, subject to the usual accounting and auditing rules and regulations.
5. Should you have further questions/concerns, please coordinate with **Mr. Alvin B. Fulgencio Jr.**, Senior Education Program Specialist, National Educators Academy of the Philippines, through email [neap.qad@deped.gov.ph](mailto:neap.qad@deped.gov.ph) / [alvin.fulgencio@deped.gov.ph](mailto:alvin.fulgencio@deped.gov.ph) or landline (02) 8633-7207.
6. For immediate appropriate action.

**Enclosures:**

- Enclosure 1 – DLP Pilot Regions Funds Allocation List  
Enclosure 2 – Certificate of Concurrence  
Enclosure 3 – Joint Memorandum DM-OSEC-OUHROD-2025-001

**Copy furnished:**

**OFFICE OF THE SECRETARY**  
**OFFICE OF THE UNDERSECRETARY FOR OPERATIONS**





Republika ng Pilipinas  
Department of Education

Enclosure 1 – DLP Pilot Regions Funds Allocation List

NCR BUDGET SUMMARY  
AC-25-OSEC-GASS-P001

PARTICULARS	NO. OF PAX	DAYS	UNIT COST	TOTAL ESTIMATED COST
Board and Lodging (CO Training Team)	12	4	2,000	96,000.00
Transportation Expenses - Regional Office PMT	9		2,400	21,600.00
Meals - SDO Training Team	140 (10X14 SDOs)	4	800	448,000.00
Meals - Pilot School Trainers	340	4	800	1,088,000.00
Meals - Teacher Implementers	3,420	3	800	8,208,000.00
Supplies and Materials - CO, RO, SDO PMT	492		300	147,600.00
Supplies and Materials - Teacher Implementers	3,420		300	1,026,000.00
Contingency			5,000	5,000.00
GRAND TOTAL				11,040,200.00

Region IV-A BUDGET SUMMARY  
AC-25-OSEC-GASS-P001

PARTICULARS	NO. OF PAX	DAYS	UNIT COST	TOTAL ESTIMATED COST
Board and Lodging (CO Training Team)	12	4	2,000	96,000.00
Transportation Expenses - Regional Office PMT	9		3,500	31,500.00
Meals - SDO Training Team	110 (10X11 SDOs)	4	800	352,000.00
Meals - Pilot School Trainers	219	4	800	700,800.00
Meals - Teacher Implementers	2,301	3	800	5,522,400.00
Supplies and Materials - CO, RO, SDO PMT	341		300	102,300.00
Supplies and Materials - Teacher Implementers	2,301		300	690,300.00
Contingency			5,000	5,000.00
GRAND TOTAL				7,500,300.00

Region V BUDGET SUMMARY  
AC-25-OSEC-GASS-P001

PARTICULARS	NO. OF PAX	DAYS	UNIT COST	TOTAL ESTIMATED COST
Board and Lodging (CO Training Team)	12	4	2,000	96,000.00
Transportation Expenses - Regional Office PMT	9		3,500	31,500.00
Meals - SDO Training Team	10 (10x10 SDOs)	4	800	320,000.00
Meals - Pilot School Trainers	221	4	800	707,200.00
Meals - Teacher Implementers	2,187	3	800	5,248,800.00
Supplies and Materials - CO, RO, SDO PMT	333		300	99,900.00
Supplies and Materials - Teacher Implementers	2,187		300	656,100.00
Contingency			5,000	5,000.00
GRAND TOTAL				7,164,500.00





Republika ng Pilipinas  
Department of Education

Region VII BUDGET SUMMARY  
AC-25-OSEC-GASS-P001

PARTICULARS	NO. OF PAX	DAYS	UNIT COST	TOTAL ESTIMATED COST
Board and Lodging (CO Training Team)	12	4	2,000	96,000.00
Transportation Expenses - Regional Office PMT	9		3,500	31,500.00
Meals - SDO Training Team	90 (10X9 SDOs)	4	800	288,000.00
Meals - Pilot School Trainers	116	4	800	371,200.00
Meals - Teacher Implementers	1,224	3	800	2,937,600.00
Supplies and Materials - CO, RO, SDO PMT	218		300	65,400.00
Supplies and Materials - Teacher Implementers	1,224		300	367,200.00
Contingency			5,000	5,000.00
GRAND TOTAL				4,161,900.00

Region XI BUDGET SUMMARY  
AC-25-OSEC-GASS-P001

PARTICULARS	NO. OF PAX	DAYS	UNIT COST	TOTAL ESTIMATED COST
Board and Lodging (CO Training Team)	12	4	2,000	96,000.00
Transportation Expenses - Regional Office PMT	9		3,500	31,500.00
Meals - SDO Training Team	70 (10X7 SDOs)	4	800	224,000.00
Meals - Pilot School Trainers	56	4	800	179,200.00
Meals - Teacher Implementers	554	3	800	1,329,600.00
Supplies and Materials - CO, RO, SDO PMT	138		300	41,400.00
Supplies and Materials - Teacher Implementers	554		300	166,200.00
Contingency			5,000	5,000.00
GRAND TOTAL				2,072,900.00

---end of list---





Republika ng Pilipinas  
**Department of Education**

**Enclosure 2: Certificate of Concurrence**

**CERTIFICATION**

This is to certify the concurrence to receive the planned downloaded funds for travel expense in the amount of \_\_\_\_\_ (Php xxx) for the implementation/conduct of the Capability Development Module on Dynamic Learning Program Implementation.

The said funds shall be used in accordance with existing budgeting, accounting, auditing, and procurement rules and regulations.

---

\_\_\_\_\_  
Regional Director  
DepEd Regional Office \_\_\_\_\_

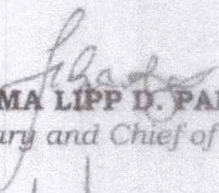


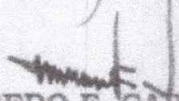


Republika ng Pilipinas  
Department of Education

JOINT MEMORANDUM  
DM-OSEC-OUHROD-2025-001

TO : Concerned Regional Directors  
Concerned Schools Division Superintendents  
All Others Concerned

FROM :  **ATTY. FATIMA LIPP D. PANONTONGAN**  
Undersecretary and Chief of Staff

  
**WILFREDO E. CABRAL**  
Undersecretary  
Human Resource and Organizational Development

SUBJECT : **DELIVERY OF THE CAPABILITY DEVELOPMENT MODULE ON  
DYNAMIC LEARNING PROGRAM IMPLEMENTATION**

DATE : 20 May 2025

1. Steadfast in its commitment to addressing foundational learning gaps through systemic reforms and targeted interventions, the Department is advancing the adoption of flexible learning delivery modalities and will pilot implement the Dynamic Learning Program (DLP) in the National Capital Region (NCR), CALABARZON (IV-A), Bicol Region (V), Central Visayas (VII), and Davao Region (XI).
2. In this regard, the National Educators Academy of the Philippines (NEAP) will deliver a capability development module designed to equip school heads and teachers from the pilot regions with the fundamental knowledge, practical skills, and learning resources for effective and standardized implementation of DLP.
3. The Capability Development Module on DLP Implementation and other support activities will be conducted with the specific schedule as follows:

	Activity	Participating Region	Dates (exclusive of travel time)	Participants' Profile	Venue
A	Virtual Coordination Meeting on the Delivery of the	▪ All 5 pilot regions All pilot SDOs	23 May 2025	HRDD Chiefs CLMD Chiefs NEAP-R Focal Persons	Via MS Teams <a href="https://bit.ly/DLPTraining">https://bit.ly/DLPTraining</a>



	Capability Development Module on Implementing DLP			HRDD SEPS  Pilot SDOs Participants: SGOD Chiefs CID Chiefs HRDS SEPS	
<b>B</b>	<i>*NEAP-CO Managed</i>  Capability Development Module on DLP Implementation for Pilot-School Trainers – <b>Batch 1</b>	<ul style="list-style-type: none"> <li>▪ National Capital Region</li> <li>▪ Region VII</li> </ul>	May 24 (Day 0) to May 28, 2025	1. School Heads 2. EPS 3. PSDS 4. Master Teachers 5. Head Teachers <i>*Representative of the Key Stage 3 - 8 learning</i> <i>*From the identified pilot schools</i>	<b>CityState Tower Hotel</b> 1315 A A. Mabini St, Ermita, Manila, 1000 Metro Manila  <b>Manila Science High School</b> Taft Avenue, corner Padre Faura St, Ermita, Manila, 1000 Metro Manila
<b>C</b>	<i>*NEAP-CO Managed</i>  Capability Development Module on DLP Implementation for Pilot-School Trainers – <b>Batch 2</b>	<ul style="list-style-type: none"> <li>▪ Region IV-A</li> <li>▪ Region V</li> <li>▪ Region XI</li> </ul>	May 28 (Day 0) to June 1, 2025	1. School Heads 2. EPS 3. PSDS 4. Master Teachers 5. Head Teachers <i>*Representative of the Key Stage 3 - 8 learning</i> <i>*From the identified pilot schools</i>	<b>CityState Tower Hotel</b> 1315 A A. Mabini St, Ermita, Manila, 1000 Metro Manila  <b>Manila Science High School</b> Taft Avenue, corner Padre Faura St, Ermita, Manila, 1000 Metro Manila
<b>D</b>	<i>*RO &amp; SDO Managed</i>  Capability Development Module on DLP Implementation for Pilot-School Teachers	<ul style="list-style-type: none"> <li>▪ All 5 pilot regions</li> <li>▪ All pilot SDOs</li> <li>▪ All pilot schools</li> </ul>	Any 3 consecutive days within 2-6 June 2025	1. Teachers I-III 2. Master Teachers 3. Head Teachers <i>*Representative of the 8 learning areas of Key Stage 3</i> <i>*From the listed pilot schools</i>	Within the pilot region

4. The following are enclosed for reference:

- Training Matrices for the NEAP-CO Managed Training of Pilot-School Trainers and for the RO-SDO-Managed Pilot-School Teachers (*Enclosure 1*)
- Members of the National Training Management Team (*Enclosure 2*)
- Guidelines on the Selection of the Participants for the Capability Development Module on DLP Implementation for Pilot-School Trainers and Teachers (*Enclosure 3*)
- Guidelines on the Delivery of the RO-SDO-Managed Capability Development Module on DLP Implementation for Pilot School Teachers (*Enclosure 4*)

5. Regional Offices shall nominate participants for **Activities B, C and D** through an issuance of a memorandum or letter for Carmela C. Oracion, Assistant Secretary,



Human Resource and Organizational Development, National Educators Academy of the Philippines, on or before 22 May 2025.

6. Nominated participants for the training of pilot-school trainers shall register using their DepEd email at [tinyurl.com/DLPCOIREG](mailto:tinyurl.com/DLPCOIREG) on or before 22 May 2025.
7. The specific venues will be disseminated through a separate memorandum/advisory.
8. The participants are reminded to bring their own laptops, chargers, extension cords, and other sources of internet (e.g., mobile data, pocket WIFI, etc.)
9. The expenses for board and lodging, transportation, and per diem to be incurred by the training management team and participants, and other incidental expenses relative to the conduct of the activities shall be charged against FY 2024 General Management and Supervision – Maintenance and Other Operating Expenses (GMS-MOOE) Continuing Allotment, subject to the usual accounting and auditing rules and regulations.
10. For further questions/concerns, coordinate with **Mr. Alvin Fulgencio Jr., Senior Education Program Specialist** of NEAP, through email [neap.qad@deped.gov.ph](mailto:neap.qad@deped.gov.ph) or landline (02) 8633-7207.
11. For immediate dissemination and appropriate action.

**Enclosures:**

- Enclosure 1 – Training Matrices for the NEAP-CO Managed Training of Pilot-School Trainers and for the RO-SDO-Managed Pilot-School Teachers
- Enclosure 2 – Members of the National Training Management Team
- Enclosure 3 – Guidelines on the Selection of the Participants for the Capability Development Module on DLP Implementation for Pilot-School Trainers and Teachers
- Enclosure 4 – Guidelines on the Delivery of the RO-SDO-Managed Capability Development Module on DLP Implementation Pilot School Teachers

**Copy furnished:**

**OFFICE OF THE UNDERSECRETARY FOR OPERATIONS**

[NEAP-QAD/Fulgencio]





Republika ng Pilipinas  
**Department of Education**  
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

**ADVISORY**  
30 May 2025

RECEIVED  
30 MAY 2025  
JWS 121377  
3:12

**REQUEST FOR THE SCHEDULE OF THE RO-SDO MANAGED DELIVERY OF  
THE CAPABILITY DEVELOPMENT MODULE ON DLP IMPLEMENTATION  
FOR PILOT-SCHOOL TEACHERS**

This has reference to the **DM-OSEC-OUHROD-2025-001** titled, *Delivery of the Capability Development Module on Dynamic Learning Program (DLP) Implementation*.

Please be informed that the period for the conduct of the training on DLP for the **pilot-school teachers** is **any 3 consecutive days from June 2-13, 2025**.

The DLP pilot regions (NCR, IV-A, V, VII, and XI) through the HRDD NEAP-R in coordination with SGOD-HRDS are requested to submit their training delivery schedules through this link: [tinyurl.com/DLP1SCHED](https://tinyurl.com/DLP1SCHED).

Furthermore, the materials used during the Virtual Coordination Meeting and the DLP Capability Development Resource Package can be accessed through the following links:

Virtual Coordination Meeting (Recording, Slide Deck and Attendance Link)	<a href="https://tinyurl.com/DLPVCoordination">tinyurl.com/DLPVCoordination</a>
DLP Capability Development Resource Package	<a href="https://tinyurl.com/DLPTRPackage">tinyurl.com/DLPTRPackage</a>

Please be advised that **only the members of the RO-SDO DLP Training Team and Trained DLP Trainers** shall be given access to the materials mentioned above.

For queries or concerns, kindly contact **Mr. Alvin B. Fulgencio, Jr.** or **Ms. Trisha Imare T. Lunar of NEAP** at (02) 8633-7207 or through email at [neap.qad@deped.gov.ph](mailto:neap.qad@deped.gov.ph).

For your guidance and reference. Thank you.

  
Digitally signed by  
Lopez Jennifer  
Eliazar  
Date: 2025.05.30  
11:34:41 +08'00'  
**JENNIFER E. LOPEZ**  
Director IV

