



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION



Office of the Schools Division Superintendent

DIVISION MEMORANDUM
CID-2025- 310

To : Assistant Schools Division Superintendent
CID Chief
Public Schools District Supervisors
Education Program Supervisors Concerned
School Heads Concerned
Teachers Concerned

Subject : **REVISION OF POLICY GUIDELINES ON THE RESPONSIBLE USE OF AI IN SDO DIGOS CITY**

Date : August 1, 2025

In reference to Division Memorandum CID-2025-183, titled "**Creation of Technical Working Group (TWG) for AI Integration in Public Education Policy Development**", this office directs all members of the Technical Working Group (TWG) to convene for the revision of the Policy Guidelines on the Responsible Use of AI in SDO Digos City on August 4, 2025 at Don Mariano Marcos Elementary School (DMMES).

The purpose of this meeting is to review and finalize the necessary revisions to the Policy Guidelines in preparation for its launching. In addition, the Audio-Visual Presentation (AVP) for the policy will also be discussed and finalized.

Classroom teachers who are members of the TWG are advised to coordinate with their respective school heads to ensure that appropriate class management measures are in place during their attendance, in adherence to the "No Class Disruption Policy".

Immediate dissemination of this Memorandum is desired.


MELANIE P. ESTACIO, PhD, CESO VI
Schools Division Superintendent

Enclosed: As stated.
cid/rlp

DepEd Schools Division of Digos City
RECORDS SECTION


DATE: AUG 04 2025 TIME: 2:19 PM
BY: 