



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

DIVISION MEMORANDUM
SGOD-2025- 581

September 10, 2025

39th ASEAN COUNCIL OF TEACHERS + (ACT+1) CONVENTION

To: Assistant Schools Division Superintendent
Division Chiefs
Concerned Public Schools District Supervisors
Concerned Public School Heads

1. This is in reference to the letter from Fatima Lipp D. Panontongan, Undersecretary and Chief of Staff, Office of the Secretary, re: 39th ASEAN Council of Teachers + (ACT+1) Convention on September 19-22, 2025 (inclusive of the travel time) at the Waterfront Hotel, Cebu City
2. A registration fee of Php5,000.00 per participant that will cover the following:
 1. convention kit
 2. convention shirt
 3. bag
 4. access to all digital convention documents
 5. meal (am and pm snacks, lunch and dinner on September 20; am snack and lunch on September 21
3. Attached are the list of participants and all other details of the said activity are found in the enclosures for ready references.
4. The expenses (registration fee, transportation, meals, accommodation, and other expenses) incurred relative to the activity are chargeable against HRD Funds, INSET, MOOE funds/school and/or other local funds subject to the usual accounting and auditing rules and regulations.
5. Two days service credits/compensatory overtime credits are given to the teachers (performers) for the services rendered during Saturdays. This is pursuant to DO 53, s. 2023 entitled, Updated Guidelines on Grant of Vacation service credits to personnel.
6. For information, guidance, and compliance.

DepEd Schools Division of Digos City
RECORDS SECTION

RELEASED
DATE: SEP 10 2025 TIME: 2:41pm

BY: [Signature]

[Signature]
MELANIE P. ESTACIO, PhD, CESO VI
Schools Division Superintendent



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LIST OF PARTICIPANTS

NO.	NAMES	POSITIONS
1	Melanie P. Estacio	SDS
2	Mary Joy B. Fortun	PSDS
3	Neil D. Bongcayao	PSDS
4	Jessica Lucero	PSDS
5	Rowena M. Magdayao	EPS
6	Jem Boy Cabrella	EPS
7	Ivy Solano	EPS
8	Aimee Amor C. Porto	School Head
9	Jay Paul Cabural	School Head
10	Emily Igcalin	School Head
11	Al Fernandez	School Head
12	Clarence S. Pillerin	PSDS





Republic of the Philippines
Department of Education
OFFICE OF THE SECRETARY

22 July 2025

Dir. GILBERT T. SADSAD
Regional Director, DepEd Region No. V
President, Philippine Public School Teachers
Association (PPSTA)
245 Banawe St. corner Quezon Ave.
Quezon City

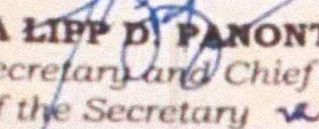
Dear **Regional Director Sadsad**:

This is in reference to your request for reconsideration on the grant of authority to travel on official business to personnel-members of the Philippine Public School Teachers Association (PPSTA) to attend the 39th ASEAN Council of Teachers + Korea Convention on September 19-21, 2025 at the Waterfront Hotel, Cebu City.

In view of the cogent reasons cited, particularly on the fact that the said convention is imbued with the status of international commitment and cooperation among countries in the ASEAN region, your association's request is hereby granted, subject to compliance with existing rules and guidelines issued on the delegation of authority. This approval is also subject to strict adherence to existing guidelines on engaged-time on task and no disruption of classes.

Please be guided accordingly.

Very truly yours,


FATIMA LIPP D. PANONTONGAN
Undersecretary and Chief of Staff
Office of the Secretary *ve*

**PPSTA****Philippine Public School Teachers Association**

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email: support@ppsta.com

Visit our Facebook Page: <http://www.facebook.com/pages/Philippine-Public-School-Teachers-Association/202301193115011#>*"Bayani ka, gurong Pilipino. Ang PPSTA, kumakalinga sa iyo!"***MEMBERSHIP GUIDELINE NO. 02-2025**

TO: ALL PPSTA MEMBERS THRU THE CHAPTER PRESIDENTS/PPSTA TRUSTEES
FROM: THE PRESIDENT
DATE: May 19, 2025
SUBJECT: 39th ASEAN Council of Teachers + Korea (ACT+1) Convention

We are pleased to inform you that our Association will host the forthcoming **39th ASEAN Council of Teachers + Korea (ACT+1) Convention** on **September 19-21, 2025** at the **Waterfront Cebu City Hotel**, Salinas Drive, Lahug, Cebu City, with the theme, **"Educators: Humanizing Education Amidst Rapidly Changing Landscapes"**.

Anent to this, we invite you to attend this historic and momentous event which will enable us to blaze new trails, venture into new frontiers, and discover brighter horizons in the field of education for the betterment not only of our society but the rest of the world.

The convention details are as follows:

1. INCLUSIVE DATES AND SUMMARY OF ACTIVITIES**September 19, 2025**

- Arrival of Delegates
- Onsite Registration/Kit Distribution

September 20, 2025

- Day 1 of Convention Proper (8:00 AM – 5:00 PM – Pacific Grand Ballroom)
 - Official Opening Gateway of the 39th Convention
 - Plenary Talks
 - Country Reports (1:00 PM – 5:00 PM)
- *Leaders' Meeting (5:30 PM – 7:00 PM – Caspian Room)*
- Friendship/Cultural Night (7:00 PM – 10:00 PM – Pacific Grand Ballroom)

September 21, 2025

- Day 2 of Convention Proper
- Breakout Sessions/Professional Workshops (8:00 AM – 10:30 AM; 4 Groups; 4 Rooms including the Grand Ballroom)
- Closing Ceremony (10:30 AM – 12:00 NN – Pacific Grand Ballroom)
 - Adoption of Reports and Resolution
 - Unveiling and Signing of 39th ACT+1 Resolution/Manifesto

- Introduction of the Host for the 40th Convention
 - Turnover of the ACT+1 Flag to the Host of the 40th Convention
 - Acceptance Speech of the Host for the 40th Convention
 - Official Closing Address
 - Community Singing
- Departure of Delegates except those who wish to have a tour

2. REGISTRATION

A. Registration Fee - P 5,000.00/person

B. Payment Channels:

Payment of registration fees may be made through any of the following:

- Inter-branch deposit at any EASTWEST BANK BRANCH (PPSTA Acct. No.: 200006109569) or LANDBANK OF THE PHILIPPINES BRANCH (PPSTA Acct. No.: 0662131016)
 - Subject to a minimum bank service charge of P 50.00
 - **INDIVIDUAL PAYMENT:** Copy of the deposit slip must be sent by the payor to the following email addresses: ppsta.treasury@gmail.com **AND** actplusone2025pymt@gmail.com. The deposit slip must indicate the complete name of the paying delegate.
 - **GROUP PAYMENT:** A list of delegates covered by the payment must be sent through email at ppsta.treasury@gmail.com **AND** actplusone2025@gmail.com together with a copy of the deposit slip.
- Over the counter payment at the PPSTA National Office or PPSTA Regional/Provincial Office nearest you. In case of group payment, payor must submit the list of delegates covered by the payment. Moreover, the PPSTA officer or staff receiving the payment must obtain the e-mail address of the payor and endorse the same to the Secretariat.

C. Registration Process

- Upon receipt and validation of payment, the Secretariat shall provide a registration form to the payor via email.
- The payor must duly accomplish the registration form and send the same via email to:
 - **INDIVIDUAL PAYMENT** – actplusone2025pymt@gmail.com
 - **GROUP PAYMENT** – actplusone2025@gmail.com

- Registration is completed once the payor receives a successful registration prompt from actplusone2025pymt@gmail.com if payment is for an individual person or actplusone2025@gmail.com if payment is for a group.

D. Deadline for Payment of Registration Fee: JULY 15, 2025

E. Issuance of Official Receipt (OR)/SERVICE INVOICE: Official Receipt (OR) or Service Invoice shall be issued outright if payment is made over-the-counter at the National Office or a PPSTA branch. In case of group payments coursed through bank deposit, OR or service invoice under the name of the group or the individuals covered by the payment shall be issued at a designated place during the event.

F. Registration fee will cover the following:

- Convention kit;
- Convention shirt;
- Bag;
- Access to all digital convention documents; and
- Meals (*AM/PM Snacks, Lunch and Dinner on September 20; AM Snacks and Lunch on September 21*).

G. Registration is on FIRST COME, FIRST SERVE basis.

3. PROFESSIONAL WORKSHOPS/BREAKOUT SESSIONS

There will be four (4) groups for the parallel sessions/professional workshops on September 21, to wit:

Group 1 - *Developing Teacher Competencies and Well-Being in the Digital Age*

Discussants: Thailand and Malaysia

Venue: Arctic 1

Group 2 - *Creating a Culture of Innovation in Schools*

Discussants: Vietnam and Philippines

Venue: Arctic 2 and 3

Group 3 - *Artificial Intelligence in Education: Opportunities and Challenges*

Discussants: Singapore and Korea

Venue: Pacific Grand Ballroom

Group 4 - *Deep Learning for Humanizing Teaching and Learning*

Discussants: Brunei and Indonesia

Venue: Caspian

Delegates have the liberty to choose the group that they want to join.

4. HOTEL ACCOMMODATIONS

Hotel accommodation is not covered by the registration fee but if you wish to stay in Waterfront, below are the special rates for ACT+1 convention delegates:

ROOM CATEGORY	SINGLE/TWIN
Standard	Php3,800.00
Superior	Php4,000.00
Deluxe	Php4,200.00

***Rates are:**

- Inclusive of breakfast
- Tax inclusive
- In Philippine currency
- Per room, per night

To avail of the above special rates, please follow the guide below:

- a.) Go to Waterfront Hotels’ website: <https://www.waterfronthotels.com.ph/>;
- b.) Click **“BOOK NOW”** to view the list of Waterfront branches then choose **“WATERFRONT CEBU CITY HOTEL”**;
- c.) Enter number of guests but limit it to two (2), then the intended dates of stay which should be from September 19-21, 2025 as these are the dates covered by the promotional offer;
- d.) Click **“SPECIAL CODES”** then write **“PPSTA”** as **“PROMOTION CODE”** then click **“APPLY”** then **“SEARCH”** to access the list of rooms;
- e.) Scroll down the list to access the rooms under **“PHILIPPINE PUBLIC SCHOOL TEACHERS ASSOCIATION – BREAKFAST INCLUDED”** then select your choice of room;
- f.) Upon selection of room type, click **“BOOK NOW”** then fill out the needed details; and
- g.) Button for additional room is indicated under price details.

Should you want to stay in a less costly place, you may want to consider the following:

- DepEd Applied Nutrition Center (ANC)* - 0917-1164679/(032) 416-0711
- DepEd Ecotech Center* - 0917-8517647
- Cebu Northwinds Hotel
- Quest Hotel
- Golden Peak Hotel
- Sarrosa Hotel
- Yello Hotel

- Tsai Hotel

**PPSTA will provide transportation service from ANC/Ecotech to Waterfront and vice-versa at designated schedules.*

While PPSTA cannot provide transportation service for delegates who will decide to stay at any of the above listed hotels, please note that taxi service and grab online hailing app are widely used in the city. Moreover, booking these hotels are easy through various online booking platforms.

5. PRESCRIBED ATTIRES

- Convention Proper
 - Day 1 – Black Blazer over Red Blouse/Slacks or Red Dress for Ladies and Black coat over long sleeves with red or predominantly red necktie/Slacks
 - Day 2 – Convention Shirt to be provided by PPSTA/Pants or slacks
- Friendship Night – Cultural Attire
- Tour – Casual Attire

6. FOODS

No pork will be served during the convention.

7. LANGUAGE

The convention will be conducted in ENGLISH.

8. HEALTH AND MEDICAL SERVICES

A medical team shall be on a standby during the entire convention to ensure immediate medical response as may be needed.

9. FRIENDSHIP NIGHT

The Friendship Night will be the venue for us to socialize with our colleagues in the teaching profession. Each country will render a cultural presentation.

10. SECURITY AND SAFETY

Both the hotel and the city government will provide security and safety services.

11. TOUR

This will be covered by a separate communication. It must be emphasized however that tour fee is not covered by the registration fee. Moreover, the Secretariat may provide assistance to groups who wish to have a tour.

The Management has already requested the Honorable Education Secretary to consider the event as official business. We currently await for his reply.

To facilitate communications and speedily address concerns or inquiries, the Secretariat will create a MESSENGER GROUP which will be composed of focal persons from PPSTA chapters.

See you all in September!

Thank you very much and mabuhay po kayo!

Very truly yours,

A handwritten signature in black ink, appearing to be 'G.T. Sadsad', written over a horizontal line.

GILBERT T. SADSAD

PPSTA President/Chairman, 39th ASEAN Council of Teachers + Korea