



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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

OSDS-2025- 331

To : **ROTSEN RAY N. GAYUD**

Subject : **ADDENDUM TO DM OSDS-2025-304 RE: ATTENDANCE TO THE NATIONAL TRAINING ON PROFESSIONAL DEVELOPMENT FOR LEGAL OFFICERS**

Date : **NOVEMBER 3, 2025**

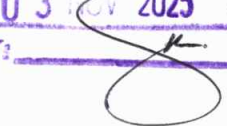
As supplement to Division Memorandum OSDS-2025-304 or the **Attendance to the National Training on Professional Development for Legal Officers**, you are hereby directed to attend the training to be hosted by the DepEd – Office of the Undersecretary for Legal and Legislative Affairs on **November 4-7, 2025, at Apo View Hotel, Davao City.**

Above-mentioned participants are requested to bring their laptops with extension cords and other necessary writing materials/devices to ensure a conducive learning environment for the entire duration of the activity.

Travel, meals and incidental expenses of participants shall be charged against the local funds, subject to the usual accounting and auditing rules and regulations.

For information, guidance, and strict compliance.

 **NOV 03 2025**
MELANIE P. ESTACIO, Ph.D. CESO VI
Schools Division Superintendent

DepEd Schools Division of Digos City
RECORDS SECTION
RELEASED
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Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM

OSDS-2025- 704

To : **ATTY. CLARISSE JOY C. ARNAEZ-LLABAN**

Subject : **ATTENDANCE TO THE NATIONAL TRAINING ON PROFESSIONAL DEVELOPMENT FOR LEGAL OFFICERS**

Date : **October 15, 2025**

In line with Memorandum OULLA-2025-2144 dated October 13, 2025, you are hereby directed to attend the training to be hosted by the DepEd – Office of the Undersecretary for Legal and Legislative Affairs entitled **“NATIONAL TRAINING ON PROFESSIONAL DEVELOPMENT FOR LEGAL OFFICERS”** on **November 4-7, 2025** to be held within the **Davao Region**.

The transportation and meals shall be charged to local funds.

For your information and strict compliance.

For in the absence of the
Schools Division Superintendent
MELANIE P. ESTACIO, Ph.D, CESO VI

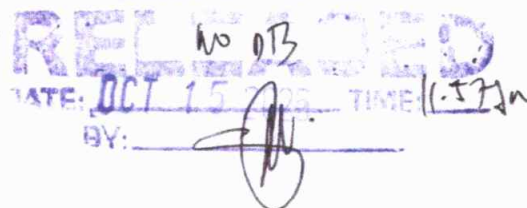
MARIA GENEVIEVE T. FRANCISQUETE, CESO VI

Assistant Schools Division Superintendent *ga*

DepEd Schools Division Office - In-Charge

RECORDS SECTION

Enclosed: As stated.



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From: [Signature]



Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR LEGAL AND LEGISLATIVE AFFAIRS

MEMORANDUM
OULLA-2025- 2144

FOR : UNDERSECRETARIES
ASSISTANT SECRETARIES
BUREAU AND SERVICE DIRECTORS
REGIONAL DIRECTORS
ASSISTANT REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
ASSISTANT SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED

FROM : **ATTY. FILEMON RAY L. JAVIER**
Undersecretary for Legal and Legislative Affairs

ATTY. JANINE NICOLE O. CHUA
Director IV, Legal Service **DDR**

SUBJECT : **NATIONAL TRAINING ON PROFESSIONAL DEVELOPMENT FOR LEGAL OFFICERS**

DATE : **OCT 13 2025**

The Office of the Undersecretary for Legal and Legislative Affairs through the Legal Division will be holding the "National Training on Professional Development for Legal Officers," which is scheduled on 04-07 November 2025 at Davao City.

The activity aims to equip Legal Officers and/or representatives from the end-user units of the Department of Education (DepEd) with sufficient knowledge and skills in relation to the drafting, review and execution of procurement contracts in anticipation of the full implementation of Republic Act (RA) No. 12009 or the "New Government Procurement Act."

The objectives of the activity are as follows: (1) to identify and provide a comprehensive discussion on the salient provisions of RA No. 12009; (2) to develop familiarity with its Implementing Rules and Regulations (IRR); and (3) to fully understand the application of RA No. 12009 in the context of the procurement activities being implemented by DepEd.

The participants for the activity include Legal Officers and/or representatives from the end-user units who are heavily involved in the different phases/stages of procurement from the Central Office, Regional, and Schools Division Offices nationwide. Attached herewith as **Annex A** to this Memorandum is the "List of Designated Participants per Office" for ready reference.

Attendance in the training shall be on Official Business. Travel expenses of participants from the Regional and Division Offices shall be charged against their local funds. While travel expenses of participants from the Central Office, including the resource persons, facilitators, medical team, and Secretariat, as well as expenses for food, accommodation,



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Doc. Ref. Code	DM-OULLA	Rev	00
Effectivity	09.01.23	Page	1 of 2





Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR LEGAL AND LEGISLATIVE AFFAIRS

ANNEX A

(PARTICIPANTS IN THE DEPED CENTRAL OFFICE)

OFFICE OF THE SECRETARY	2
OFFICE OF THE ASSISTANT SECRETARY FOR INFORMATION & COMMUNICATIONS TECHNOLOGY SERVICE	2
OFFICE OF THE DIRECTOR - ADMINISTRATIVE SERVICE	2
ASSET MANAGEMENT DIVISION - ADMINISTRATIVE SERVICE	1
OFFICE OF THE DIRECTOR - BUREAU OF ALTERNATIVE EDUCATION	1
OFFICE OF THE DIRECTOR - BUREAU OF LEARNING RESOURCES	1
LEARNING RESOURCES PRODUCTION DIVISION	1
LEARNING RESOURCES QUALITY ASSURANCE DIVISION	1
OFFICE OF THE DIRECTOR - BUREAU OF CURRICULUM DEVELOPMENT	1
OFFICE OF THE DIRECTOR - BUREAU OF LEARNING DELIVERY	1
OFFICE OF THE DIRECTOR - FINANCE SERVICE	1
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS	1
OFFICE OF THE ASSISTANT SECRETARY FOR OPERATIONS	1
OFFICE OF THE DIRECTOR - BUREAU OF LEARNER SUPPORT SERVICE	1
OFFICE OF THE UNDERSECRETARY FOR LEGAL AND LEGISLATIVE AFFAIRS	7
OFFICE OF THE DIRECTOR - LEGAL SERVICE	3
INVESTIGATION DIVISION - LEGAL SERVICE	10
LEGAL DIVISION - LEGAL SERVICE	32
LEGISLATIVE LIAISON OFFICE	2

SITES TITLING OFFICE	2
LITIGATION AND ALTERNATIVE DISPUTE RESOLUTION DIVISION	2
OFFICE OF THE UNDERSECRETARY FOR HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT	1
OFFICE OF THE DIRECTOR - BUREAU OF HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT	1
EDUCATION FACILITIES DIVISION	2
OFFICE OF THE DIRECTOR - PROCUREMENT MANAGEMENT SERVICE	2
CONTRACT MANAGEMENT DIVISION	2
PROCUREMENT PLANNING AND MANAGEMENT DIVISION	2
BAC SECRETARIAT DIVISION	2
OFFICE OF THE DIRECTOR - POLICY AND PLANNING SERVICE	1
PLANNING AND PROGRAMMING DIVISION	1
POLICY RESEARCH AND DEVELOPMENT DIVISION	1
TOTAL	90

(PARTICIPANTS IN THE DEPED REGION AND DIVISION OFFICES)

I (ILOCOS REGION)	20
II (CAGAYAN VALLEY)	18
III (CENTRAL LUZON)	28
IV-A (CALABARZON)	35
IV-B (MIMAROPA)	14
V (BICOL REGION)	22
VI (WESTERN VISAYAS)	16
NEGROS ISLAND REGION	22
VII (CENTRAL VISAYAS)	20
VIII (EASTERN VISAYAS)	20
IX (ZAMBOANGA PENINSULA)	16
X (NORTHERN MINDANAO)	22
XI (DAVAO REGION)	22
XII (SOCCSKSARGEN)	18



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Effectivity	09.01.23	Page	2 of 3



Certificate No. PAF
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XIII (CARAGA ADMINISTRATIVE REGION)	18
CORDILLERA ADMINISTRATIVE REGION	14
NATIONAL CAPITAL REGION	35
TOTAL	360