



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

Office of the Schools Division Superintendent

November 12, 2025

DIVISION MEMORANDUM

SGOD-2025 - 747

To : Assistant Schools Division Superintendent
Division Chiefs
Education Program Supervisors
Public School District Supervisors
Public School Head
Public School Teacher

Subject: **UPDATES ON THE CONDUCT OF INDUCTION PROGRAM FOR BEGINNING SCHOOL HEADS**

1. This is in reference to Regional Memorandum HRDD-2025-275 dated October 30, 2025, signed by Allan G. Farnazo, Director IV, re: **Rescheduling on the Conduct of Induction Program for Beginning School Heads** on July 7-10, 14-17, and 21-24, 2025 at RELC-NEAP, Quirino, Davao City, be informed that the activity will be moved to a later date due to the ongoing rehabilitation and repair of the training facilities and dormitories. In addition, the NEAP learning package is currently being refined following its pilot implementation. A new memorandum will be issued on the implementation of the activity.
2. The SDO HRD SEPS and EPS II are directed to update the list of Beginning School Heads who have not yet undergone the Induction Program through the following link <https://tinyurl.com/k6sce4s6> on or before November 14, 2025.
3. For queries, email hrrddneapro11@gmail.com.
4. Immediate dissemination of this Memorandum is directed.

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

For and in the absence of the
Schools Division Superintendent

MARJUN B. REBOSQUILLO
Senior Education Program Specialist – P&R
Officer In-Charge

DepEd Schools Division Office - Digos
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DATE: NOV 13 2025
BY: [Signature]

Enclosed: As stated.
SGOD/jsa



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Republic of the Philippines
Department of Education
DAVAO REGION



October 30, 2025

REGIONAL MEMORANDUM
HRDD-2025-275

UPDATES ON THE CONDUCT OF INDUCTION PROGRAM FOR
BEGINNING SCHOOL HEADS

To: Assistant Regional Director
Schools Division Superintendents

1. This has reference to the communication letter dated July 4, 2025, on the rescheduling of the conduct of the Induction Program for Beginning School Heads on July 7-10, 14-17, and 21-24 at RELC-NEAP, Quirino, Davao City, be informed that the activity will be moved to a later date due to the ongoing rehabilitation and repair of the training facilities and dormitories. In addition, the NEAP learning package is currently being refined following its pilot implementation. A new memorandum will be issued on the implementation of the activity.
2. Schools Division Offices with the assistance of HRD SEPS and EPS II are requested to update the list of beginning school heads who have not yet received induction program via <https://tinyurl.com/k6sce4s6> on or before November 14, 2025.
3. For queries, email hrddneaprol1@gmail.com.
4. Immediate dissemination of this Memorandum is directed.

ALLAN G. FARNAZO
Director IV

Encl.: As stated
ROH3/glv

DEPARTMENT OF EDUCATION ROH
RECORDS SECTION
RELEASED

By: [Signature]
Date: Nov. 07, 2025
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