



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

Office of the Schools Division Superintendent

February 27, 2026

DIVISION MEMORANDUM

SGOD-2026 - 109

To : Assistant Schools Division Superintendent
Division Chiefs
Public School District Supervisors – Secondary Schools
Public School Head - DiCNHS

Attention: Maricel A. Manceras – DiCNHS (Science Dept.)

Subject: **COMPLIANCE WITH THE REQUIREMENTS OF THE SECURITY BANK FOUNDATION, INC. (SBFI) MENTORING FUTURE LEADERS FOR NATION-BUILDING PROGRAM**

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1. This is in reference to the attached communication from Security Bank Foundation, Inc. (SBFI) signed by **Louie Boy G. De Real, Executive Director, Security Bank Foundation Inc., re: Participation in the Mentoring Future Leaders for Nation-Building Program.**
 2. Based on the report, Ms. Maricel A. Manceras, Science Teacher from Digos City National High School, missed two (2) online sessions and is scheduled for the in-person training on May 4–8, 2026 at De La Salle University – Dasmariñas.
 3. In line with this, Ms. Manceras is hereby directed to comply with the following:
 - a. Submit a signed Letter of Explanation for missing two (2) online sessions and/or any pending required outputs. The letter must be duly noted by the Schools Division Superintendent and addressed to **Louie Boy G. De Real, Executive Director, Security Bank Foundation Inc.,** within two (2) weeks from receipt of this Memorandum.
 - b. Coordinate with the School Head regarding the issuance of Travel Authority, subject to existing DepEd rules and regulations.
 - c. Upon approval of Travel Authority, accomplish the required Logistics Form to facilitate arrangements for transportation, lodging, meals, and training kits. Links for Logistic Forms: <https://tinuyrl.com/2026SBFI-Science>.
 4. Compliance with the above requirements is necessary to ensure the eligibility for completion and certification under the program.





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5. For questions or concerns, please contact Mr. Karlo Marko D. Valladores, Training Program Officer, at kvalladores@securitybank.com.ph or 0917 532 2761.
4. Immediate dissemination and compliance with this Memorandum are enjoined.


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

[Handwritten signature]
3/2/26

Enclosed: As stated.
SGOD/jsa

DepEd Schools Division of Digos City
RECEIPT SECTION
02260 71004
DATE: MAR 03 2026 TIME 9:51
BY: *[Handwritten signature]*





February 20, 2026

DR. MELANIE P. ESTACIO
Schools Division Superintendent
Division of Digos City
Department of Education

Dear Dr. Estacio,

Greetings!

Thank you for supporting Security Bank Foundation, Inc.'s (SBFI) Mentoring Future Leaders for Nation-Building Program for School Principals, Elementary English and Mathematics Teachers, and Junior High School Science Teachers. This letter provides an update on participants' training progress and seeks your assistance in **ensuring that participants submit the requirements to qualify for 2026 in-person training sessions.**

SBFI continues to offer this program free of charge. You may access the executed Memorandum of Agreement (MOA) with the Department of Education at this link: <https://tinyurl.com/SBFI-DepEdMOA>. The MOA grants nationwide recognition for the program and authorizes DepEd Regions and Divisions to support its implementation.

Below is the participants' progress report for your reference:

	School	Name	Training Track	Online Session/s Missed	Date and Venue of 2026 In-Person Training
1	DIGOS CITY NATIONAL HIGH SCHOOL	Mr. Maricel A. Manceras	Science Teachers	2	May 4-8, 2026 De La Salle University - Dasmariñas

We note that some participants missed online sessions or have pending outputs. To ensure eligibility for completion and certification, they are advised to coordinate directly with Ateneo de Manila University or De La Salle University regarding their completion requirements.

In line with the above, we respectfully request for the following:

1. **Issuance of travel authority for participants** scheduled for in-person training in 2026;
2. **Submission of a signed Letter of Explanation (for participants who missed two or more online sessions or failed to submit two or more required outputs)**, duly noted by the Schools Division Office and addressed to Mr. Louie Boy G. De Real, Executive Director, Security Bank Foundation, Inc., within two (2) weeks from receipt of this communication; and
3. **Accomplishment of the corresponding logistics form** by participants with approved travel clearance to enable SBFI to prepare transportation, lodging, meals, and training kits.

Links to the logistics forms are below:

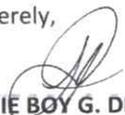
Batch 2024 Principals: <https://tinyurl.com/2026SBFI-Principals2024>

Batch 2025 Principals: <https://tinyurl.com/SBFI2026-Principals2025>

Junior High School Science Teachers: <https://tinyurl.com/2026SBFI-Science>

For questions or concerns, please contact Mr. Karlo Marko D. Valladores, Training Program Officer, at kvalladores@securitybank.com.ph or 0917 532 2761.

Sincerely,


LOUIE BOY G. DE REAL
Executive Director
Security Bank Foundation, Inc.