



Republic of the Philippines  
**Department of Education**  
DIGOS CITY DIVISION

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**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

CID-2026- *12*

To : Assistant Schools Division Superintendent  
Chief Education Supervisors  
Public Schools District Supervisors  
School Head, Digos City National High School

**Attention: RISA MAY C. BINAG – DICNHS**

Subject : **PARTICIPATION TO THE 2026 ASEAN-JAPAN EXCHANGE PROGRAM  
FOR SECONDARY SCHOOL TEACHERS**

Date : May 19, 2026

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1. Pursuant to Regional Memorandum CLMD-2026-193 titled **Participation to the 2026 ASEAN-Japan Exchange Program for Secondary School Teachers** and Memorandum DM-LS-2026-173 issued by the Office of the Undersecretary for Learning Systems, this Office informs the field of the participation of RISA MAY C. BINAG, Teacher III, Digos City National High School, in the 2026 ASEAN-Japan Exchange Program for Secondary School Educators (Group B Teachers Program) on June 14–21, 2026, in Tokyo and Nagoya, Japan, excluding travel time.
  2. The School Head of Digos City National High School is hereby directed to make the necessary arrangements to ensure classes and official responsibilities are not disrupted. Assign a relieving teacher, as needed, consistent with DepEd Order No. 9, s. 2005 titled Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith.
  3. The participant shall accomplish and submit the required Scholarship Contract, which forms part of the requirements for the processing of the travel authority at the Central Office. The participant shall also comply with the submission of the Scholarship Report and other post-program requirements within the prescribed period after completion of the program.
  4. International travel expenses, accommodation, meals, and other expenses relative to the program shall be sponsored by the Japan Foundation, while incidental expenses, local travel expenses, and other related expenses may be charged against School MOOE, Special Education Fund, or other local funds, subject to existing government accounting and auditing rules and regulations.
  5. The participant may be eligible to avail of service credits corresponding to the number of hours or days of the activity, subject to existing DepEd policies and guidelines on the grant of service credits.
  6. For proper guidance, coordination, and compliance, the concerned offices and personnel are directed to provide the necessary support for the successful participation of the above-named teacher in the said international exchange



Republic of the Philippines  
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DIGOS CITY DIVISION

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**Office of the Schools Division Superintendent**

7. Immediate dissemination of this Memorandum is desired.

*M. P. Estacio*  
**MELANIE P. ESTACIO, PhD, CESO VI**  
of Schools Division Superintendent

Enclosed: As stated.  
cid/rlp

RECEIVED  
DIGOS CITY DIVISION  
RELATIONS SECTION  
**RECEIVED**  
no-70329  
DATE: 19 MAY 2026 TIME: 4:11 P.M.  
BY: *[Signature]*



Republic of the Philippines  
**Department of Education**  
 DAVAO REGION



May 11, 2026

**REGIONAL MEMORANDUM**  
 CLMD-2026-193

**PARTICIPATION TO THE 2026 ASEAN-JAPAN EXCHANGE PROGRAM  
 FOR SECONDARY SCHOOL TEACHERS**

To: Schools Division Superintendents  
 Divisions of Davao City, Davao de Oro, Davao Oriental,  
 Digos City, Mati City, and Panabo City  
 Chief Education Supervisor  
 Curriculum and Learning Management Division

1. Pursuant to Memorandum DM-LS- 2026-173, this Office informs the listed personnel to participate in the 2026 ASEAN-Japan Exchange Program for Secondary Educators (Group B) on June 14-21, 2026 in Tokyo and Nagoya, Japan (excluding of travel time).

Name	Position	School	Office/Division
1. Danilo R. Dohinog	EPS		CLMD
2. Risa May C. Binag	Teacher III	Digos City NHS	Digos City
3. Ian Val F. Cabel	Master Teacher I	Montevista NHS	Davao de Oro
4. Alberto C. Cutamora	Teacher I	Mintal Comprehensive NHS	Davao City
5. Chris Vincent C. Damayo	Master Teacher I	Buso NHS	Mati City
6. Anfanna Krizza G. Quibod	Master Teacher I	Caraga NHS	Davao Oriental
7. Harold L. Quitariano	Teacher II	Panabo City NHS	Panabo City
8. Giselle D. Sumalinog	Teacher I	Dona Carmen Denia NHS	Davao City
9. Jellie Vistal	Teacher	Philippine Nikkei Jin Kai School	Davao City
10. Ernesto Gonzales III	Teacher	Philippine Nikkei Jin Kai School	Davao City

2. This activity aims to:
- a. promoting exchange activities and fostering human resources in Japan and ASEAN countries;
  - b. develop a deep understanding of Japanese education and culture; and
  - c. contribute to advancing awareness and solution to social issues aligned with Sustainable Development Goals.



Address: F. Torres St., Davao City (8000)  
 Telephone Nos.: (082) 291-0051  
 Email Address: region11@deped.gov.ph  
 Website: www.depedroxi.ph





Republic of the Philippines  
**Department of Education**  
 DAVAO REGION

3. School heads must assign relieving teachers to handle the classes of the participating teachers in accordance to the policy on "No Disruption of Classes" per DepEd Order No. 9, s. 2005 entitled: "Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith".
4. Further, participants are eligible to avail of service credits in accordance with DepEd Order 53, s. 2003 entitled: Updated Guidelines on the Grant of Vacation Service Credits to Teachers and Compensatory Time-Off (CTO) to Non-Teaching Personnel as per Civil Service Commission (CSC) and department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for the Saturday, Sunday and legal Holidays.
5. Furthermore, all teacher-participants are directed to accomplish the attached Scholarship Contract, which shall form part of the requirements for the processing of the travel authority at the Central Office and the National Educators Academy of the Philippines, not later than one week upon completion of the program through email [scholarships@deped.gov.ph](mailto:scholarships@deped.gov.ph). Workplace Application Plan shall be submitted after the exchange program through Dr. Danilo R. Dohinog at the Curriculum and Learning Management Division.
6. Travel expenses, accommodation, meals and other expenses relative to the activity shall be sponsored by the Japan Foundation while the incidental expenses, shall be charged against the School MOOE, Special Education Fund and other local funds, subject to the usual government accounting and auditing rules and regulations.
7. Immediate dissemination of this Memorandum is desired.

DEPARTMENT OF EDUCATION  
 RECORDS SECTION  
**RELEASED**

**ALLAN G. FARNAZO**  
 Director IV

By: \_\_\_\_\_  
 Date: \_\_\_\_\_ Time: May 12, 2012

20412

Enclosed: As stated  
 ROC4/drd



Address: F. Torres St., Davao City (8000)  
 Telephone Nos.: (082) 291-0051  
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least three years which is the service obligation equivalent for a year of scholarship or a fraction thereof;

- g. shall refund in full to the Department of Education such sums of money as may have been defrayed by the Philippine government for expenses incidental to my scholarship, for failure to comply with any of the foregoing conditions through my fault or willful neglect, resignation from the service, transfer to other agencies, voluntary retirement or other causes within my control. For reasons beyond the control of the scholar, the conditions do not apply, provided that all documentary requirements including doctor's certification are met and are acceptable to DepEd.

IN WITNESS WHEREOF, I set my hand this \_\_\_\_ day of \_\_\_\_\_ at \_\_\_\_\_

\_\_\_\_\_  
DepEd Scholar  
(signature over printed name)

\_\_\_\_\_  
Schools Division Superintendent  
(signature over printed name)

Witness:

\_\_\_\_\_  
School Principal  
(signature over printed name)

\_\_\_\_\_  
Regional Director\*  
(signature over printed name)

**MICHAEL JOSEPH P. CABAUTAN**  
Head, Scholarship Secretariat\*\*

*\*initials of immediate supervisor under Director's signature*

*\*\*initials of other members of the Scholarship Secretariat*

REPUBLIC OF THE PHILIPPINES )

CITY OF

) S.S.

BEFORE ME, a Notary Public, for and in the above jurisdiction, personally appeared the following:

Name	ID	Date/Place Issued
_____	_____	_____
_____	_____	_____

are known to me as the same persons who executed the foregoing instrument and acknowledged to me that the same are their own free and voluntary act and deed.

This instrument consists of three (3) pages including the page wherein this acknowledgement is written and is signed by parties and their instrumental witnesses on each and every page hereof.

WITNESS MY HAND AND SEAL, this \_\_\_\_ day of \_\_\_\_\_, at Pasig City, Philippines.

\_\_\_\_\_  
Notary Public

Doc No. : \_\_\_\_\_  
Page No. : \_\_\_\_\_  
Book No. : \_\_\_\_\_  
Series of : \_\_\_\_\_



Republic of the Philippines  
**Department of Education**  
 NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

**SCHOLARSHIP REPORT**

**Course/Program**

**Date**

**Venue**

**Sponsor**

**DepEd Participant/  
 Representative**

**Brief Description of  
 the Program/Course**

(Design and Objectives, Facilitators and Participants)

**Course Content**

(Learnings/insights on content and pedagogy, teaching innovations, policy/curriculum implications)

**Course Evaluation**

(General impression of the program)

**Work Application**

(Describe how new learnings will be applied at work or shared with others.)

**Issues and Concerns**

(Identify challenges encountered during the application, during and after the conduct of the course, how these were/should be addressed)

**Issue and Concern**

**How it was  
 resolved/Proposed  
 Solution**

During the application

During the course

After the course

Please attach at least five (5) photos with captions.

Address: 2/F Mabini Building, DepEd Complex, Meralco Avenue, Pasig City 1600

Telephone Nos.: 8715-9919

Email Address: [scholarships@deped.gov.ph](mailto:scholarships@deped.gov.ph)

Website: <https://www.deped.gov.ph>



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Republic of the Philippines  
**Department of Education**  
OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

**MEMORANDUM**  
DM-LS-2026-173

**TO :** ALLAN G. FARNAZO, Regional Director, Region XI

**ATTENTION :** SCHOOLS DIVISION SUPERINTENDENTS  
SCHOOL HEADS  
ALL OTHERS CONCERNED

**FROM :** *Carmela Oracion*  
CARMELA C. ORACION *cm*  
Assistant Secretary  
Officer-in-Charge *if*  
Office of the Undersecretary for Learning Systems

**SUBJECT :** REPRESENTATIVES TO THE 2026 ASEAN-JAPAN  
EXCHANGE PROGRAM FOR SECONDARY SCHOOL EDUCATORS  
(GROUP B TEACHERS PROGRAM)

**DATE :** April 27, 2026

This is in reference to the letter from the Japan Foundation Manila (JFM), the partner of the Department of Education (DepEd) in the implementation of the Special Program in Foreign Language (SPFL)-Japanese, regarding the list of participants for the **2026 ASEAN-Japan Exchange Program for Secondary School Educators (Group B Teachers Program)** to be held on **June 14-21, 2026** in **Tokyo and Nagoya, Japan**.

DepEd, through the Bureau of Curriculum Development - Special Curricular Programs Division, announces the participants to the said program:

No.	Name	Position	Station	Region
1.	MS. RISA MAY BINAG	Teacher III	Digos City National High School	XI
2.	MR. IAN VAL CABEL	Master Teacher I	Montevista National High School	
3.	MR. ALBERTO CUTAMORA	Teacher I	Mintal Comprehensive High School	



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4.	MR. CHRIS VINCENT DAMAYO	Master Teacher I	Buso National High School
5.	MR. DANILO DOHINOG	Regional Supervisor for Social Sciences	Department Of Education Regional Office - XI
6.	MS. ANFANNA KRIZZA QUIBOD	Master Teacher I	Caraga National High School
7.	MR. HAROLD QUITORIANO	Senior High School Teacher II	Panabo City National High School
8.	MS. GISELLE SUMALINOG	Teacher I	Dona Carmen Denia National High School
9.	MS. JELLIE VISTAL	Teacher	Philippine Nikkei Jin Kai School
10.	MR. ERNESTO GONZALES III	Teacher	Philippine Nikkei Jin Kai School

The exchange program is under the Partnership to Co-create a Future with the Next Generation: WA Project 2.0, a comprehensive people-to-people exchange initiative aimed at promoting exchange activities and fostering human resources in Japan and ASEAN countries. The representatives to the program were selected by the JFM and are expected to develop a deep understanding of Japanese education and culture and to contribute to advancing awareness of and solutions to social issues aligned with the Sustainable Development Goals.

Consistent with DepEd Order No. 9, s. 2005 titled *Instituting Measures to Increase Engaged Time-On-Tasks and Ensuring Compliance Therewith*, the concerned schools must assign relieving teachers to handle the classes of the participating teachers.

In addition, the travel authority of the participants shall be recommended for approval by the Schools Division Superintendent and Regional Director, subject to the final approval of the Undersecretary for Human Resource and Organizational Development as stipulated in DepEd Order No. 18, s. 2024 titled *Delegation of Signing Authority for Foreign Travel*.

The international travel expenses, accommodation, meals, and facility entrance fees in Japan shall be sponsored by the Japan Foundation while the incidental expenses, local travel expenses, and pre-travel allowance shall be chargeable against the School

DCR



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OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

Maintenance and Other Operating Expenses (MOOE), Special Education Fund, and/or other local funds subject to the usual accounting and auditing rules and regulations.

Further, participating teachers are eligible to avail of service credits commensurate to the number of hours/days of the training as scheduled, pursuant to DepEd Order No. 13, s. 2024 titled *Revised Guidelines on the Grant of Vacation Service Credits for Teachers*.

The participating teachers are directed to accomplish the attached **Scholarship Contract**, which shall form part of the requirements for the processing of the travel authority at the Central Office. The **Scholarship Report**, meanwhile, shall be submitted to this Office and the National Educators Academy of the Philippines not later than one week upon completion of the program through email at [scholarships@deped.gov.ph](mailto:scholarships@deped.gov.ph).

For inquiries, all concerned may directly contact Ms. Kelly Ko, JFM Program Officer, through email at [Kelly@jpf.go.jp](mailto:Kelly@jpf.go.jp) or Ms. Jasmine Latina, Program Coordinator, through email at [Jasmine@jpf.go.jp](mailto:Jasmine@jpf.go.jp).

Immediate dissemination of this memorandum is directed.

WCK

*Copy furnished:*

**OFFICE OF THE SECRETARY**

**WILFREDO E. CABRAL**

Undersecretary for Human Resources and Organizational Development

**MALCOLM S. GARMA**

Undersecretary for Governance and Operations

