



Republic of the Philippines  
**Department of Education**  
 REGION I  
 SCHOOLS DIVISION OF VIGAN CITY

**DIVISION MEMORANDUM**

No. 844, s.2025

TO: Assistant Schools Division Superintendent  
 Administrative Officer V (Administrative Services)  
 All Others Concerned

**CONDUCT OF NATIONAL LEGAL SUMMIT ENTITLED "LAW AT THE SERVICE OF EDUCATION: THE 2<sup>ND</sup> DEPED LAWYERS' NATIONAL SUMMIT"**

- In reference to Memorandum OULLA-2025-2468, the Office of the Undersecretary for Legal and Legislative Affairs will hold a National Lawyers' Summit on November 11-14, 2025 at Canyon Woods Resort Club, Diokno Highway, Brgy. San Gregorio, Laurel, Batangas.
- The Lawyers' Summit aims to strengthen DepEd lawyers' capacity to deliver effective and timely legal services through workshops and discussions that enhance legal writing, advocacy, research, and analytical skills. It also provides a venue for collaboration and knowledge-sharing to support DepEd's goals.
- The participant in the said activity is **Atty. Kim R. Tagorda**, Administrative Officer V (Administrative Services) from this division. Attendance shall be considered on Official Business. The detailed Program of Activities shall be issued in a separate Memorandum.
- The program will start at 1:00 p.m. on Day 0 (November 11), and end at 12:00 p.m. of Day 3 (November 14). Provision of meals and accommodations will be as follows:

	Day 0	Day 1	Day 2	Day 3
Breakfast		/	/	/
AM Snack		/	/	/
Lunch	/	/	/	/
PM Snack	/	/	/	
Dinner	/	/	/	

- Travel expenses of participants shall be charged to **local funds** subject to existing budgeting, accounting, and auditing rules and regulations.
- Participant is requested to bring laptop and other necessary writing materials/devices for the learning activity.
- To confirm attendance, please fill up the form which may be accessed through this link: <https://forms.office.com/r/ve8zdm9E4c>. Deadline for registration is on November 5, 2025.
- Attached is the Memorandum OULLA-2025-2468 for further reference.
- For concerns or queries, please email **Ms. Juhaira Macabalang** at [ls.od@deped.gov.ph](mailto:ls.od@deped.gov.ph).
- Immediate dissemination of this Memorandum is desired.

**VILMA D. EDA, CESO V**  
 Schools Division Superintendent

Encl: As stated  
 Reference: Memorandum OULLA-2025-2468  
 To be indicated in the Perpetual Index under the following subject:  
 LAWYERS SUMMIT  
 SGOD/HRD/pgt/DM\_NationalLegalSummit  
 November 4, 2025



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

**MEMORANDUM**  
 OULLA-2025- 2468

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

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

**SUBJECT :** CONDUCT OF NATIONAL LEGAL SUMMIT ENTITLED "LAW AT THE SERVICE OF EDUCATION: THE 2<sup>ND</sup> DEPED LAWYERS' NATIONAL SUMMIT"

**DATE :** NOV 03 2025

The Office of the Undersecretary for Legal and Legislative Affairs will hold a National Lawyers' Summit on **11-14 November 2025 at Canyon Woods Resort Club, Diokno Highway, Brgy. San Gregorio, Laurel, Batangas.**

The Lawyers' Summit aims to strengthen the Department of Education's (DepEd) lawyers' capacity to deliver effective, responsive, and timely legal services. The program features workshops and keynote discussions designed to enhance the legal writing, oral advocacy, research, and analytical skills of DepEd lawyers. Further, this activity shall serve as an opportunity for collaboration among DepEd lawyers through the exchange of experiences and expertise toward the advancement of DepEd's goals.

All DepEd Lawyers, from the Central Office, Regional Offices, and Schools Division Offices nationwide, regardless of rank or position, are invited to attend. Attendance at the said event shall be considered on Official Business. The event shall be conducted through face-to-face sessions. The detailed Program of Activities shall be issued in a separate Memorandum.

The program will start at 1:00 p.m. on Day 0 (November 11), and end at 12:00 p.m. of Day 3 (November 14). Provision of meals and accommodations will be as follows:

	Day 0	Day 1	Day 2	Day 3
Breakfast		/	/	/
AM Snack		/	/	/
Lunch	/	/	/	/
PM Snack	/	/	/	



Dinner		/		/		/		
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Expenses for board and lodging of all participants and resource speakers and travel expenses of participants from LS-OD, LS-LADD, LS-LD, LS-ID shall be charged to **AC-25-LS-LEGAL-P003**, while the travel expenses of the other participants shall be charged to the **local funds of their respective offices**, subject to existing budgeting, accounting, and auditing rules and regulations.

Participants are requested to bring their laptops and other necessary writing materials/devices for this learning activity.

To confirm your attendance, please fill up the form which may be accessed through this link: <https://forms.office.com/r/ve8zdm9E4c>.

Deadline for registration is on 5 November 2025.

Should there be clarifications, please do not hesitate to coordinate with **Ms. Juhaira Macabalang**, through email at [ls.od@deped.gov.ph](mailto:ls.od@deped.gov.ph).

For your information and compliance.



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Effectivity	09.01.23	Page	2 of 2

