



2601-254

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

Advisory No. 9, s. 2026

In compliance with DepEd Order (DO) No. 8, s. 2023
This advisory is issued not for endorsement per DO No. 28, s. 2001,

But only for the information of DepEd Officials,
Personnel/staff, as well as the concerned public.

**INVITATION TO THE SEMINAR-WORKSHOP "BRIDGING TRADITION AND
TECHNOLOGY: DEVELOPING A HYBRID RECORDS MANUAL FOR
INFORMATION GOVERNANCE"**

The Philippine Association of Records Officers and Archivists (PAROA) is pleased to announce its first quarter seminar/workshop with the theme: "Bridging Tradition and Technology: Developing a Hybrid Records Manual for Information Governance", to be held at the La Carmela de Boracay Resort Hotel, Station 2, Balabag, Boracay Island, Malay, Aklan on **February 11-13, 2026**.

This 3-day seminar is designed to equip government personnel with skills to manage both physical and digital files efficiently. This blend of systems offers a pragmatic approach for the public sector that may never fully abandon the physical files due to regulatory, legal, or practical requirements. It will balance efficiency with necessity and will help public institutions bridge their paper archives with digital platforms ensuring compliance and operational efficiency as the government transitions to more digital systems.

Participants to this activity are Local Chief Executives, Records Officers, Records Administrators, Records Custodians, Archivists, Administrative Officers, Administrative Assistants/Staff, and other personnel, be it from the National Government Agencies, Local Government Units, State Colleges and Universities, who are involved in the records management program of their respective offices. Attendance of interested participants shall be voluntary.

The said activity will accommodate participants on a first-come-first-served basis with a registration fee of Eight Thousand Eight Hundred Pesos (Php 8,800.00) for Live-In participants and Six Thousand Eight Hundred Pesos (Php 6,800.00) for Live-Out participants. Payment in cash or check shall be payable only to the Philippine Association of Records Officers and Archivists, Inc. (Strictly No Abbreviations).

For registration and other information, see attached communication letter.

For other details and queries, please contact:

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Email: aira.paroa2005@gmail.com

SGOD/HRDD/aff/ADV_PAROA
January 8, 2026





January 06, 2026

2601-254 E20

SDS. VILMA D. EDA
Schools Division Superintendent
Vigan City
Department of Education

Dear Ms. Eda:

Greetings!

The **Philippine Association of Records Officers and Archivists (PAROA)** is pleased to announce its first quarter seminar/workshop with the theme: "**BRIDGING TRADITION AND TECHNOLOGY: DEVELOPING A HYBRID RECORDS MANUAL FOR INFORMATION GOVERNANCE**", scheduled on **February 11, 12, 13, 2026** at the **La Carmela de Boracay Resort Hotel**, Station 2, Balabag, Boracay Island, Malay, Aklan.

The move towards a hybrid system in records management for information governance is actively promoted by the current administration. Said approach is widely adopted in the Philippines, particularly within the government sector, combining people, processes, policies, and technology. It is supported by key Philippine legislations such as R.A. No. 9470 (National Archives of the Philippines Act of 2007), R.A. No. 8792 (E-Commerce Act of 2000), and R.A. No. 10173 (Data Privacy Act of 2012). With this legislation, offices are allowed the option of maintaining a hybrid system that involves both paper and electronic records, foreseeing this model as the norm for the near future. This 3-day seminar is designed to equip government personnel with skills to manage both physical and digital files efficiently. This blend of systems offers a pragmatic approach for the public sector that may never fully abandon the physical files due to regulatory, legal, or practical requirements. It will balance efficiency with necessity and will help public institutions bridge their paper archives with digital platforms ensuring compliance and operational efficiency as the government transitions to more digital systems.

In line with this, we are cordially inviting Local Chief Executives, Records Officers, Records Administrators, Records Custodians, Archivists, Administrative Officers, Administrative Assistants/Staff, and other personnel, be it from the National Government Agencies, Local Government Units, State Colleges and Universities, who are involved in the records management program of their respective offices.

The said activity will accommodate participants on a first-come-first-served basis with a registration fee of **Eight Thousand Eight Hundred Pesos (Php 8,800.00)** for **Live-In** participants and **Six Thousand Eight Hundred Pesos (Php 6,800.00)** for **Live-Out** participants. Payment in cash or check shall be payable only to the **Philippine Association of Records Officers and Archivists, Inc. (Strictly No Abbreviations)**. To ensure that slots are held for interested participants, we would be very grateful if you could confirm your attendance ahead of time via the QR Code or the Link below.

QR for Live-In



<https://q.me-qr.com/l/PAR-F2026BLI>

QR for Live-Out



<https://q.me-qr.com/l/PAR-F2026BLO>

Important Note: You may be directed to an Advertisement Page. All you need to do is tap on "**Skip Advertisement**", and you'll get straight to the form.

For confirmation, further inquiries, and clarifications, you may call our telephone no. (02) 8650 - 4235 or call and text our mobile nos. (Smart) 0960-518-9048. You may also email us at aia.para2005@gmail.com, para2005.inquiry@gmail.com (main) or paraofficialcommunication@gmail.com (alternate email), as well as the email address with which you received this communication/invitation.

Be assured that we are one with you in your aspirations for the professionalization and development of personnel in your agencies/offices.

Thank you so much and more power.

Very truly yours,

DIOBEIN C. FLORES, EdD., DPA, PhD
National President