



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

DIVISION MEMORANDUM
 No. 310, s. 2026

28 APR 2026

PARTICIPATION IN THE CYBER SMART TEACHERS: CYBER HYGIENE FOR PROTECTING STUDENT DATA

To: Assistant Schools Division Superintendent
 Chief Education Supervisors
 Public Elementary and Secondary School Heads
 All Others Concerned

- In reference to Regional Memorandum No. 471, s. 2026, the HABI Education Lab in coordination with the National Educators Academy of the Philippines (NEAP) shall conduct the Cyber Smart Teachers: Cyber Hygiene for Protecting Student Data from May 5 – 19, 2026 via Microsoft Teams and the DepEd Learning Management System (LMS).
- The activity aims to strengthen school ICT coordinators and teachers' capacity to safeguard student data and practice responsible digital behavior.
- The recommended list of school ICT coordinators and alternates are as follows:

NO.	SCHOOL	ICT COORDINATOR	ALTERNATE ICT COORDINATOR
1	APES	BRENDA P. DE GUZMAN	KATRINA CELESTE A. BANADERO
2	BPES	CURT R. JOAQUIN	APPLE D. PAA
3	BMSE	MARIVIC A. RABOY	EDITHA TABUYO
4	BMSW	PEARL ANN DELA CUESTA	MYRA REBULDELA
5	CCES	AIMAN BAJET	ARJAY DE GUZMAN
6	CAMES	CHERRYL F. ORTIZ	ALLAN C. PALECPEC
7	CAPEP	JULIE ANN R. GELACIO	QUERUBIN F. BERIDO
8	GESIIMS	JULIUS P. AGAPINAN	RIA AILEEN A. QUINTO
9	ISNHS JHS	FROILAN R. PASTOR (JHS)	CLARK CORTEZ RENANTE BISTA
10	JSES	TERESITA R. QUITON	MARIA ELENA VERAZON
11	MES	ALLELIE A. CUYO	MILAROSE A. BUNDOC
12	NES	FRANCES AINA A. ALTARES	KRISTEL MARIZ R. ABERO
13	PIS	ROEL RABANG	JUKONN NIÑO A. RIVAD
14	RES	RHODA MAE A. GACAD	SHEILA MARIE B. AVEÑO
15	RPES	RUTCHIE A. ABELLA	JOVILORY A. FILART
16	SPBES	YOLANDA A. PALAS	GINALYN A. AQUINO





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17	SJES	CONSTANCIA F. REALIN	GEMMA T. DE LA CRUZ
18	TES	LESLIE ANN D. CONSOLACION	EVA MARIE P. RAQUEL
19	VCS	REYNOR T. VALDEROSA	MA. CRISTINA C. QUIONAL
20	VNHSE	ALVIN R. PAJO	AMMIEL DWANE ALQUETRA
21	VNHSW	EDISON J. PALACPAC (JHS)	MAVERICK C. ARQUILLO (SHS)
22	ISNHS SHS	KENNETH MATTHEW OBRERO (SHS)	ROSEANN ROCOD

4. The endorsed participants are required to register individually through: **projectteachneap.my.canva.site/cybersmartteachers** on or before **April 30, 2026**.
5. Service Credits shall be granted to the participants if the activity falls on holiday, weekend, or cancellation of work in Government Offices due to various reasons, specified in DepEd Order No. 13, s. 2024.
6. Attached is the Regional Memorandum for reference.
7. For information and compliance of all concerned.

VILMA D. EDA, CESO V
Schools Division Superintendent

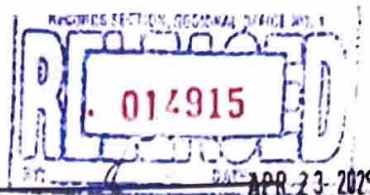
SGOD-HRD/ahem/Cyber Smart Teachers
2026-35/April 27, 2026



Address: Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur
Telephone No: (077) 722-20-23 / (077) 632-05-33
Email Address: vigan.city@deped.gov.ph
Website: www.depedviganity.com

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REGIONAL MEMORANDUM

No. 496 s. 2026

**CLARIFICATION AND CORRECTION OF ENDORSEMENT INSTRUCTIONS FOR
THE CYBER SMART TEACHERS: CYBER HYGIENE FOR PROTECTING
STUDENT DATA**

To: Schools Division Superintendents
All Concerned Personnel

1. In reference to Regional Memorandum 471, s. 2026 dated April 18, 2026, regarding the call for participants for the professional development program titled **Cyber Smart Teachers: Cyber Hygiene for Protecting Student Data**, the National Educators Academy of the Philippines (NEAP) hereby clarifies that **each Schools Division Office (SDO)** is requested to endorse **forty-five (45)** ICT School Coordinators or teachers handling student data and facilitate online learning.
2. Each SDO shall be responsible for accomplishing the registration sheet through the following link: tinyurl.com/3vhkdwcm and for submitting the duly accomplished template via forms.office.com/r/JQwVfb2zge. **Participation of teacher-participants in this activity shall be on a voluntary basis.**
3. All other provisions of the aforementioned Regional Memorandum shall remain in effect.
4. For concerns or queries, please contact **NEAP-PDD** at neap.pdd@deped.gov.ph or call (02) 8715-9919.
5. Immediate dissemination of this Memorandum is desired.


ESTELA P. LEON-CARIÑO, EdD, CESO III
Director IV/Regional Director

Encl.: As stated
Reference: As stated
To be indicated in the Perpetual Index
Under the following subjects:

TEACHERS TRAINING PROGRAMS

HRDD/rm/RM_CyberSmartTeachers
Apr 22, 2026



HRDD200451



Flores St., Catbangen, City of San Fernando, La Union
Telephone Nos. (072) 607-8137/682-2324
DepEd Region I | region1@deped.gov.ph
www.depedregion1.com

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Effectivity	11.16.2024	Page	1 of 1





Republic of the Philippines
Department of Education
 REGION I



2604-767 E 063

REGIONAL MEMORANDUM

No. 471 s. 2026

CALL FOR PARTICIPATION ON CYBER SMART TEACHERS: CYBER HYGIENE FOR PROTECTING STUDENT DATA

To: Schools Division Superintendents
 All Concerned Personnel

1. The HABI Education Lab, in coordination with the National Educators Academy of the Philippines (NEAP), will conduct the professional development program titled **Cyber Smart Teachers: Cyber Hygiene for Protecting Student Data** from **May 5 to 19, 2026**, via Microsoft Teams and the DepEd Learning Management System (LMS).

2. This training aims to strengthen teachers' capacity to safeguard student data and practice responsible digital behavior. It will equip participants with strategies to address cyber threats and ensure compliance with the Data Privacy Act of 2012 and the Code of Ethics for Professional Teachers. For guidance, kindly refer to **Enclosure 1** for the program matrix.

3. Each Schools Division Office (SDO) is hereby requested to endorse ICT School Coordinators or teachers who handle student data and facilitate online learning as participants in this training. Nominations shall be submitted using the prescribed template (**Enclosure 2**) to neap.region1@deped.gov.ph on or before **April 27, 2026**. **Teacher-participants in this activity shall be on a voluntary basis.**

4. The table below presents the distribution of participants by SDO. The number of nominated participants must strictly adhere to the designated allocation:

Schools Division Office	Number of Expected Participants
Alaminos City	1
Batac City	1
Candon City	1
Dagupan City	3
Ilocos Norte	6
Ilocos Sur	6
La Union	6
Laoag City	1
Pangasinan I	6
Pangasinan II	6
San Carlos City	3
San Fernando City	1
Urdaneta City	3
Vigan City	1



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5. All officially endorsed participants are required to register individually through the following link: projectteachneap.my.canva.site/cybersmartteachers on or before **April 30, 2026**, to confirm their participation in the program.
6. The Town Hall meeting link, LMS access link, and other relevant resources shall be provided to registered participants through the official communication channels prior to the conduct of the training.
7. Service Credits or Compensatory Time-Off (CTO) shall be granted to participants for attendance in activities conducted beyond regular working hours, including weekends, holidays, or during the cancellation or suspension of classes and work in government offices due to typhoons, flooding, other weather disturbances, or calamities. The grant shall be subject to the provisions of DepEd Order No. 13, s. 2024 and CSC-DBM Joint Circular No. 2, s. 2004, whichever is applicable, and shall require proper certification of attendance and completion of required outputs.
8. For concerns or queries, please contact **NEAP-PDD** at neap.pdd@deped.gov.ph or call (02) 8715-9919.
9. Immediate dissemination of this Memorandum is desired.

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ESTELA P. LEON-CARIÑO, EdD, CESO III
 Director IV/Regional Director

Encl.: As stated
 Reference: As stated
 To be indicated in the Perpetual Index
 Under the following subjects:

TEACHERS TRAINING PROGRAMS

HRDD/rrm/RM_CyberSmartTeachers
 April 16, 2026



HRDD260419

Enclosure 1

PROGRAM MATRIX
 Cyber Smart Teachers: Cyber Hygiene for Protecting Student Data
 May 5 - May 19, 2026

Date	Time	Duration	Title	Resource Person / Facilitator
May 5, 2026	8 00 am - 12 00 noon	4 hours	Cyber Smart Teachers: Cyber Hygiene for Protecting Student Data <ul style="list-style-type: none"> • Data Safe or Data Delikado • Data Privacy for Schools • How's My Cyber Hygiene • Everyday Cyber Hygiene • Incident Reporting 	Jenny Flor S. Baclor, Habi Aron Jayson L. Garchitorena, Habi Resty C. Collado, Habi
May 5, 2026	1 00 pm - 5 00 pm	4 hours	Learning Assessment on Cyber Smart Teachers: Cyber Hygiene for Protecting Student Data	Jenny Flor S. Baclor, Habi Aron Jayson L. Garchitorena, Habi Resty C. Collado, Habi
May 6, 2026	8 00 am - 12 00 noon	4 hours	Guided Workshop: Digital Integrity Audit: Evaluating Practice Against Legal Standards	Jenny Flor S. Baclor, Habi Aron Jayson L. Garchitorena, Habi Resty C. Collado, Habi
May 12, 2026	8 00 am - 12 00 noon	4 hours	Guided Workshop: Collective Vigilance: Validating the School's Cyber Landscape	Jenny Flor S. Baclor, Habi Aron Jayson L. Garchitorena, Habi Resty C. Collado, Habi
May 19, 2026	8 00 am - 12 00 noon	4 hours	Guided Workshop: The Cyber Smart Blueprint: Strategic Action for Data Protection	Jenny Flor S. Baclor, Habi Aron Jayson L. Garchitorena, Habi Resty C. Collado, Habi

