



2605-531

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

DIVISION MEMORANDUM  
No. 367, s. 2026

19 MAY 2026

**PARTICIPATION TO THE TRAINING ON DATA PROTECTION MANAGEMENT, CUSTOMER SERVICE AND STAKEHOLDER ENGAGEMENT, AND COMMUNICATION FOR THE NON-TEACHING PERSONNEL OF THE DEPARTMENT OF EDUCATION REGION 1**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
All Others Concerned

1. In reference to Regional Memorandum No. 565, s. 2026, DepEd Region 1 through the Human Resource Development Division (HRDD) shall conduct the Training on Data Protection Management, Customer Service and Stakeholder Engagement, and Communication for Non-Teaching Personnel of the Department of Region 1 on June 3 – 5, 2026 at the National Educators Academy of the Philippines – Region 1, San Vicente, City of San Fernando, La Union.

2. The aim of the activity is to retool the Non-Teaching Personnel from the division office to address the increasing emphasis on data privacy, public accountability and responsive communication.

3. The official participants from this Division are:

No.	NAME	POSITION	OFFICE
1	Angelene Itchon	ADAS III	SDS
2	Clarence Pe Benito	ADAS III	ASDS
3	Janne Armie Adriatico	ADAS III	PERSONNEL
4	Ted Cliexzle Aurellado	ADAS III	SGOD
5	Rosejayne Mey Gandeza	ADAS III	ACCOUNTING

4. The travel expenses of the participants shall be charged to local funds subject to usual accounting and auditing rules and regulations. First meal is AM Snacks of Day 1 (June 3, 2026) and the last meal is AM snacks of Day 3 (June 5, 2026).

5. Attached is the Regional Memorandum for reference.

6. For information and compliance of all concerned.

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

SGOD-HRD/ahem/Training for Non-Teaching Personnel of DepEd Region 1  
2026-053/ May 15, 2026



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Email Address: vigan.city@deped.gov.ph  
Website: www.depedvigan.city.com

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



2025-531 E 793

**REGIONAL MEMORANDUM**  
 No. 205 s. 2026

**TRAINING ON DATA PROTECTION MANAGEMENT, CUSTOMER SERVICE AND  
 STAKEHOLDER ENGAGEMENT, AND COMMUNICATION FOR THE  
 NON-TEACHING PERSONNEL OF THE DEPARTMENT OF  
 EDUCATION REGION 1**

To: Schools Division Superintendents

1. This Office, through the Human Resource Development Division (HRDD), shall conduct **Training on Data Protection Management, Customer Service and Stakeholder Engagement, and Communication for the Non-Teaching Personnel of the Department of Education Region 1** from June 3-5, 2026 at the National Educators Academy of the Philippines – Region 1, San Vicente, City of San Fernando, La Union.

2. The training aims to retool the newly-hired Non-Teaching Personnel from the division offices and schools to address the increasing emphasis on data privacy, public accountability, and responsive communication. Enhancing their knowledge and skills in Data Protection Management, Customer Service and Stakeholder Engagement, and Communication will foster a culture of excellence and compliance aligned with DepEd's core values and the principles of the Civil Service Commission's Behavioral Competency Framework.

3. The breakdown of participants is as follows:

Schools Division	Pax	Schools Division	Pax
Alaminos City	5	Pangasinan I	12
Batac City	5	Pangasinan II	12
Candon City	5	San Carlos City	5
Dagupan City	5	San Fernando City	5
Ilocos Norte	12	Urduyeta City	5
Ilocos Sur	12	Vigan City	5
Laoag City	5	Regional Office I	5
La Union	14	Program Management Team	6

4. All participants are required to confirm participation to the activity on or before **May 15, 2026** by registering online through this link: <https://forms.gle/bZggxMqbeFMAM1j69> using the official DepEd email account. Any replacement for already registered participants shall be made not later than **May 31, 2026**.

5. Meals and board and lodging expenses shall be charged to **OSEC-1-25-04865** while the travel expenses of the participants shall be charged to local funds subject to usual accounting and auditing procedures. First meal is **AM Snacks** of Day 1 (June 3, 2026) and the last meal is AM snacks of Day 3 (June 5, 2026).

6. For questions, please call HRDD through telephone number (072) 682-23-24 local 122 or email at [hrdd.region1@deped.gov.ph](mailto:hrdd.region1@deped.gov.ph).
7. For immediate dissemination.

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

Encl.: None  
Reference: None  
To be indicated in the Perpetual Index  
Under the following subjects:

LEARNING AND DEVELOPMENT

NON-TEACHING PERSONNEL

HRDD/jmv/RM\_NTPTraining  
May 6, 2026



HRDD260502