2611-2895

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

24 NOV 2026

DIVISION MEMORANDUM
No. 1045, s.2026

PARTICIPATION OF DEPED PERSONNEL IN THE GOOGLE AI SERIES (GES) PLATFORM AND WEBINAR SERIES

To: Assistant Schools Division Superintendent
Chiefs of Functional Divisions, Section/Unit Heads
Public Elementary, Integrated and Secondary Schools
All Others Concerned

1. In reference to **Regional Memorandum No. 1547, s. 2026** titled, *"Participation of DepEd Personnel in the Google AI Series (GES) Platform and Webinar Series"*, the Offices of the Undersecretaries for Human Resource and Organizational Development and Infrastructure; Learning Systems; and Information and Communications Technology endorse the adoption of the Google AI Educator Series (GES) Platform (goo.gle/gesph). **All teaching, teaching-related**, and **non-teaching personnel** are invited to participate in the GES PH Webinar Weekend Series on **voluntary basis**.

2. The Google AI Educator Series (GES) is a free, self-paced professional development program developed with Google for Education. It aims to build artificial intelligence skills among DepEd personnel to improve instruction and office operations. Specifically, the program aims to:

a. Guide participants through the GES portal, registration process, and training modules.
b. Demonstrate AI-assisted teaching methods, prompt writing, and lesson preparation using Google Gemini.
c. Train non-teaching personnel (including Administrative Officers, Project Development Officers, Planning Officers, and ICT Coordinators) to process reports and simplify administrative tasks.

3. The activity will begin with a four-part Saturday webinar series from **November 21** to **December 12, 2026**, from 9:00 AM to 11:00 AM. Holding sessions on Saturday mornings avoids disruption to regular classes and office hours. All sessions will stream live on the official **Google AI Educator Series PH Facebook Page** and **YouTube Channel**. The following are the session schedules:

Activity / Session	Date	Time	Focus/Topic Area
Session 1	November 21, 2026	9:00 AM - 11:00 AM	Covers essential prompt writing, creating instructional units, adapting reading materials for different student levels, and drafting routine office messages.

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(077) 604-49-44 / (077) 632-05-33
vigan.city@deped.gov.ph
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Session 2	November 28, 2026	9:00 AM - 11:00 AM	Focuses on using uploaded source files to ground AI responses, supporting reading activities, student research, and fact-checking.
Session 3	December 5, 2026	9:00 AM - 11:00 AM	Focuses on interactive learning applications, including generating learning simulations, decision trees, and interactive problem-solving modules.
Session 4	December 12, 2026	9:00 AM - 11:00 AM	Applies skills from earlier sessions to evaluate student learning, convert assessment data into targeted remediation, and guide professional discussions.

4. Accessing the Google AI Education Series (GES) platform and webinars requires an official @deped.gov.ph account. For log-in support or technical issues, field personnel shall follow this reporting process:

School ICT Coordinators → School Head Division → IT Officer (ITO)

5. Service Credits or Compensatory Time-Off (CTO) shall be granted to the participants if the activity falls on local holiday, weekend, cancellation or suspension of classes and work in Government Offices due to typhoon, flooding, other weather disturbances, and calamities pursuant to the guidelines specified in DepEd Order No. 13, s. 2024 on the Revised Guidelines on Grant of Vacation Service Credits to Teachers and CSC-DBM Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Services Rendered, whichever is appropriate and applicable.

6. For other details, see attached Regional Memorandum.

7. For queries and other concerns, please contact NEAP R1 through (072) 682-23- 21 or email at neap.regionl@deped.gov.ph.

8. Immediate dissemination of this Memorandum is desired.

SCHOOLS DIVISION OFFICE
DEPED VIGAN CITY
24 NOV 2026
RELEASED
BY

VILMA D. EDA, CESO V
Schools Division Superintendent

SGOD/RQRJR/aff

Republic of the Philippines
Department of Education
REGION I

DEPARTMENT OF EDUCATION
RECORDS SECTION, REGIONAL OFFICE NO. 1
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REGIONAL MEMORANDUM
No. 1547 s. 2026

PARTICIPATION OF DEPED PERSONNEL IN THE GOOGLE AI SERIES (GES) PLATFORM AND WEBINAR SERIES

To: Schools Division Superintendents

Chiefs of Functional Divisions

1. In reference to Unnumbered Memorandum titled *"Participation of DepEd Personnel in the Google AI Series (GES) Platform and Webinar Series,"* the Offices of the Undersecretaries for Human Resource and Organizational Development and Infrastructure; Learning Systems; and Information and Communications Technology endorse the adoption of the Google AI Educator Series (GES) Platform (goo.gle/gesph). All teaching, teaching-related, and non-teaching personnel are invited to participate in the GES PH Webinar Weekend Series.

2. The Google AI Educator Series (GES) is a free, self-paced professional development program developed with Google for Education. It aims to build artificial intelligence skills among DepEd personnel to improve instruction and office operations. Specifically, the program aims to:

a. Guide participants through the GES portal, registration process, and training modules.
b. Demonstrate AI-assisted teaching methods, prompt writing, and lesson preparation using Google Gemini.
c. Train non-teaching personnel (including Administrative Officers, Project Development Officers, Planning Officers, and ICT Coordinators) to process reports and simplify administrative tasks.

3. Participants who complete the required self-paced learning badges on the GES portal and submit proof of badging validation shall be issued an official Certificate of Participation through Google's project partner.

4. The activity will begin with a four-part Saturday webinar series from November 21 to December 12, 2026, from 9:00 AM to 11:00 AM. Holding sessions on Saturday mornings avoids disruption to regular classes and office hours. All sessions will stream live on the official Google AI Educator Series PH Facebook Page and YouTube Channel.

5. Enclosed is the schedule for the Webinar Series.

6. Participation of teaching and non-teaching personnel across Central, Regional, and Schools Division Offices, as well as schools, is voluntary.

7. Regional Chiefs and Schools Division Superintendents are requested to disseminate this Memorandum. Regional and Division Information Technology Officers (ITOs) and Google Educator Group (GEG) leaders shall extend technical assistance to participants accessing the platform.

8. Accessing the Google AI Educator Series (GES) platform and webinars requires an official @deped.gov.ph account. For login support or technical issues, field personnel should follow this reporting process:

School ICT Coordinator → School Head → Division IT Officer (ITO)

Personnel shall not contact the Regional Office, Central Office, or external service providers directly. Inquiries regarding policy or requests for additional technical support must be directed through Division and Regional ITOs to the Information and Communications Technology Service (ICTS).

9. Schools Division Offices, through the SGOD HRDS SEPS/EPS II, are requested to monitor and document the attendance of interested participants from their respective divisions throughout the conduct of the activities.

10. Service Credits or Compensatory Time-Off (CTO) shall be granted to the participants if the activity falls on local holiday, weekend, cancellation or suspension of classes and work in Government Offices due to typhoon, flooding, other weather disturbances, and calamities pursuant to the guidelines specified in DepEd Order No. 13, s. 2024 on the Revised Guidelines on Grant of Vacation Service Credits to Teachers and CSC-DBM Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Services Rendered, whichever is appropriate and applicable.

11. For queries and other concerns, please contact NEAP R1 through (072) 682-23-21 or email at neap.region1@deped.gov.ph.

12. Immediate dissemination of this Memorandum is desired.

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

DepEd RO1 Decuman
CLMD262047

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

TRAINING PROGRAMS

NEAP R1/DCB/kmmb/RM_GES
November 20, 2026

Enclosure

Google AI Educator Series (GES) Webinar Series

Activity / Session	Date	Time	Focus/Topic Area
Session 1	21 November 2026	9:00 AM - 11:00 AM	Covers essential prompt writing, creating instructional units, adapting reading materials for different student levels, and drafting routine office messages.
Session 2	28 November 2026	9:00 AM - 11:00 AM	Focuses on using uploaded source files to ground AI responses, supporting reading activities, student research, and fact-checking.
Session 3	5 December 2026	9:00 AM - 11:00 AM	Focuses on interactive learning applications, including generating learning simulations, decision trees, and interactive problem-solving modules.
Session 4	12 December 2026	9:00 AM - 11:00 AM	Applies skills from earlier sessions to evaluate student learning, convert assessment data into targeted remediation, and guide professional discussions.