2611-1206

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

DIVISION MEMORANDUM
No. 982, s. 2026

10 NOV 2026

DIVISION UPSKILLING OF ENGLISH TEACHERS IN LANGUAGE INSTRUCTION

To: Assistant Schools Division Superintendent
Chief Education Supervisor (SGOD & CID)
Public Elementary and Secondary School Heads
All Others Concerned

1. Pursuant to Section 7 of Republic Act No. 10533, otherwise known as the Enhanced Basic Education Act of 2013, which mandates the conduct of continuing teacher education and training to enhance teachers' competencies in content and pedagogy, the Schools Division of Vigan City, through the Curriculum Implementation Division (CID), shall conduct the Division Upskilling of English Teachers in Language Instruction at the SDO Conference Hall on November 16 and 28 and December 5, 2026.

2. The activity aims to:
   a. facilitate high-quality professional learning opportunities to ensure that English teachers are competent in teaching the standards and proficient in using the target language; and
   b. devise teaching strategies and techniques that develop learners' communicative language competence.

3. Participants are the Key Stage 2-4teachers of English in the division. They are requested to bring their own laptop, portable Wi-Fi, and extension cord for use during the activity.

4. Expenses related to this activity shall be charged against the Special Education Fund, subject to usual accounting and auditing procedures.

5. Since the activity falls on a weekend and holiday, service credits or Compensatory-Time Off (CTO) shall be granted to the participants and the Program Management Team (PMT) in accordance with DepEd Order No. 13, s. 2024 on the Revised Guidelines on the Grant of Vacation Service Credits to Teachers an CSC-BM Joint Circular No. 2, s. 2024 on Non-Monetary Remuneration for Overtime Services Rendered, whichever is appropriate and applicable.

6. The program owners shall ensure that all documents needed for the grant of service credits to teachers and compensatory time-off for non-teaching personnel involved shall be submitted by all concerned before the end of the activity. The lead trainer and support staff shall be tasked to receive all documents needed (Form 48 and Accomplishment Report). The program owners shall oversee the said submission and shall ensure that sufficient hard copies of the required forms are available through the lead trainer and support staff from the start of the activity. The program owners shall also ensure that the request for the grant of service credit will be submitted to the office of the Schools Division Superintendent within 5 days after the conduct of the activity.

7. Enclosed are the Program Management Team (PMT), Training Matrix, and List of Participants for reference and guidance.

8. This memorandum shall serve as the locator slip of the PMT and the participants from SDO Proper.

9. Immediate and wide dissemination of this Memorandum is desired.

VILMA D. EDA, CESO V
Schools Division Superintendent

Encls.: As stated
References:

CID/MCN/nr

SCHOOLS DIVISION OFFICE
DEPED VIGAN CITY
10 NOV 2026
RELEASED
BY

Republic of the Philippines

Department of Education

REGION I

SCHOOLS DIVISION OF VIGAN CITY

Enclosure No. 1 to Division Memo No. 983, s. 2026

TRAINING MATRIX

TIME	ACTIVITY	IN-CHARGE
Day 1 – November 16, 2026		
8:00 – 8:30	**OPENING PROGRAM**	
8:30 – 9:00	Pretest	PMT
9:00 – 9: 45	Raising the Bar, Lowering the Barriers in English Language Instruction	Nelson Robinol
9:45-10:00	**Health Break**	
10:00 – 12:00	Revisiting Communicative Competence	Nelson Robinol
12:00 – 1:00	**Lunch Break**	
1:00 – 3:00	Strategic Competence in Language Instruction	Rouanne Marie Bilan Jayson Patrick Quitoriano
3:00 -3:15	**Health Break**	
3:15 – 5:00	Strategic Competence in Language Instruction	
Day 2 - November 28, 2026		
8:00 – 8:15	**MANAGEMENT OF LEARNING (MOL)**	
8:15 –9: 45	Grammatical Competence in Language Instruction	Brenda Tapiar Angeline Aludino
9: 45 – 10:00	**Health Break**	
10:00 – 12:00	Grammatical Competence in Language Instruction	
12:00 -1:00	Lunch Break	
1:00 -3:00	Sociolinguistic Competence in Language Instruction	Jefferson Ancheta Jovy Haylar
3:00 -3:15	Health Break	
3:15 – 5:00	Sociolinguistic Competence in Language Instruction	
Day 3 - December 5, 2026		
8:00 – 8:15	**MANAGEMENT OF LEARNING (MOL)**	
8:15 -9: 45	Discourse Competence in Language Instruction	Marianne Arce Manilyn Quilana
9: 45 -10:00	**Health Break**	
10:00 -12:00	Discourse Competence in Language Instruction	
12:00 – 1:00	Lunch Break	
1:00 – 3:00	Demo Teaching	PMT
3:00-3:15	**Health Break**	
3:15 -4:00	Wrap-Up	

Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur
(077) 722-20-23 / (077) 632-05-33
vigan.city@deped.gov.ph
www.depedvigancity.com

4:00 – 5:00	Posttest Closing Program	PMT

Enclosure No. 2 to Division Memo No. 983, s. 2026

PROGRAM MANAGEMENT TEAM

Vilma D. Eda, CESO V	Schools Division Superintendent
Annie Pagdilao, CESO VI	Asst. Schools Division Superintendent
Marie Christine L. Natividad	Chief Education Supervisor-CID
Ma. Korynne Taborda***	Welfare Officer
Laurie Angela Agati***	Welfare Officer
Racquel A. Follante	QAME-in-Charge
Aldrich B. Quiocho***	Support Staff
Allan Barrientos***	Support Staff

*** *To serve alternately*

FACILITATORS

Jefferson R. Ancheta	Vigan National High School West
Marianne A. Arce	Vigan National High School East
Rouanne Marie A. Bilan	Ilocos Sur National High School
Jayson Patrick D. Quitoriano	Ilocos Sur National High School
Brenda A. Tapiar	San Julian Elementary School
Angeline A. Rafanan	San Julian Elementary School
Jovy A. Haylar	Pantay Integrated School
Manilyn E. Quilana	Camangaan Integrated School
Nelson A. Robinol	EPS-English

LIST OF PARTICIPANTS

1	Jaycelle Villaruz	VCS	29	Beverly Joy Almero	BMSW
2	Elizabeth Aquino	VCS	30	Doroth Joy Quipay	BMSW
3	Loricor Timbreza	VCS	31	Marife Retuta	BMSW
4	Leslie Ann Consolacion	TES	32	Allan Palecpec	CAMIS
5	Jomerose Rivad	TES	33	Jesrael Dagdag	CAMIS
6	Curt Joaquin	BPES	34	Maribel Quibilan	CAMIS
7	Melvin Arce	BPES	35	Helen dela Cruz	RPES
8	Vicky Arizabal	MES	36	Edelyn Quintal	RPES
9	Margie Bulaoat	MES	37	Kristine Joy Bilfgera	APES
10	Lourdes Ligaya Alon	SPBES	38	Renalyn Claire Ablog	APES
11	Sheryl Pata	SPBES	39	Editha Tabuyo	BMSE
12	Mylene Unarse	GESIIMS	40	Leani Carpio	BMSE
13	Julius Agapinan	GESIIMS	41	Gina Rabot	VNHSE

14	Beryl Reminajes	CCES	42	Cindy Presto	VNHSE
15	Lexiveah Pardo	CCES	43	Cherry Lyn Mae Rebultan	VNHSE
16	Junelyn Lopez	CAPES	44	Gina Rabot	VNHSE
7	Jermaine Siababa	CAPES	45	Judy Ann Tamag	VNHSE
18	Neriza Julio	SJES	46	Annabelle Cabildo	VNHSE
19	Cecil Astrologio	SJES	47	Maricor Anyog	VNHSW
20	Teresita Quiton	JSES	48	Maricar Lopez	VNHSW
21	Ma. Nona Ambida	JSES	49	Ronron Andres	VNHSW
22	Vivian Camello	PIS	50	Abegail O. Habon	ISNHS
23	Adelaida Arellano	PIS	51	Gemmalyn R. Abuel	ISNHS
24	Jenny Barut	NES	52	Andrian Carl Aragoza	ISNHS
25	Hannah Larioza	NES	53	Rommel Delgado	ISNHS
26	Vangelina Acena	NES	54	Loida Bautista	ISNHS
27	Jeffrey Acena	RES	55	Arianne Ped	ISNHS
28	Joana Bellon	RES	56	Mary Rose Pascua	ISNHS