



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO



Office of the Schools Division
Superintendent

November 8, 2023


DIVISION MEMORANDUM

No. 930, s. 2023

**15th NATIONAL CONGRESS AND SEMINAR-WORKSHOP OF THE
DEPED-NATIONAL EMPLOYEES UNION**

To: RENE E. PEÑARROYO
Public Schools District Supervisor
Laak North District

1. Attached is Memorandum No. DM-OUHROD-2023-1606, s. 2023 from Gloria Jumamil-Mercado and Atty. Revsee A. Escobedo, Undersecretary for Human Resource & Organizational Development, and Undersecretary for Operations, respectively, and Regional Memorandum No. ESSD-2023-453 from Allan G. Farnazo, Regional Director, Department of Education, Regional Office XI, Davao City, inviting participants to the **15th National Congress and Seminar-Workshop of the Department of Education-National Employees Union (DepEd-NEU)** to be held at Crown Legacy Hotel, Kisda Road, Baguio City on November 29 to December 1, 2023 with the theme "*Bayanihan sa Pagtataguayod ng MATATAG Agenda Para sa mga Batang Makabansa at Bansang Makabata.*"
2. Anent to this, you are hereby advised to attend the said seminar-workshop on official business.
3. Registration, travel, and other allowable incidental expenses incurred in attendance to the above-mentioned activity shall be chargeable against Division MOOE, subject to the usual accounting and auditing rules and regulations.
4. Dissemination of this Memorandum is desired.


CRISTY C. EPE, CESO V
Schools Division Superintendent



Address: Capitol Complex, Brgy. Cabidanan, Nabunturan, Davao de Oro
Contact No. 0951-387-1728 (TNT); 0915-399-7779 (Globe)
Email Address: davaodeoro@deped.gov.ph
Website: www.depeddavaodeoro.ph

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Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

REGIONAL MEMORANDUM

ESSD-2023-453

To : Schools Division Superintendents

Subject: 15TH NATIONAL CONGRESS AND SEMINAR-WORKSHOP OF THE
 DEPARTMENT OF EDUCATION-NATIONAL EMPLOYEES UNION

Date : October 31, 2023

Attached is Memorandum No. DM-OUHROD-2023-1606, s. 2023 from Gloria Jumamil-Mercado and Atty. Revsee A. Escobedo, Undersecretary for Human Resource & Organizational Development, and Undersecretary for Operations, respectively, informing this Region of the **15th National Congress and Seminar-Workshop of the Department of Education-National Employees Union (DepEd-NEU)** to be held at Crown Legacy Hotel, Kisda Road, Baguio City on November 29 to December 1, 2023 with the theme "Bayanihan sa Pagtataguyod ng MATATAG Agenda Para sa mga Batang Makabansa at Bansang Makabata."

Further, an Advisory is also attached indicating the registration fee of Php 5,950.00 shall be charged to each participant to defray expenses on accommodation, certificates, honoraria of resource speakers, supplies and other related expenses.

Arrival and registration of participants shall be in the morning of Day 1 (November 29, 2023). The first meal to be served shall be lunch on Day 1, while the last meal to be served shall be lunch on the last day (December 1, 2023) of the congress.

The registration fee, travel and incidental expenses of participants shall be charged to local funds subject to the usual accounting rules and regulations.

Online confirmation of attendance shall be made through <https://bit.ly/15thDepEDNEUNationalCongressRegForm>. You may also visit the DepEd NEU Facebook Page to readily access this link.

For more information, you may contact Efren L. Alcera, Secretary-General, DepEd-NEU at 0926-692-6741 or email at depedneusecretarygeneral@gmail.com.

Immediate and wide dissemination of this Memorandum is required.

By the Authority of the Regional Director:

ALLAN G. FARNAZO
 Director IV


ROY T. ENRIQUEZ
 Chief Administrative Officer
 Officer-In-Charge

Enclosed: As stated.
 ROE2/ajm



Address: F. Torres St., Davao City (8000)
 Telephone Nos.: (082) 291-1665; (082) 221-6147

ISO 9001:2015 - Certified



Department of Education
NATIONAL EMPLOYEES' UNION
 3/F Dormitory E Bldg., DepEd Complex, Meralco Ave., Pasig City
 Email Address: depedneu president@gmail.com
 Telefax: (02) 8636-3549
 DOLE-CSC Registration No. 1737
 Accreditation No. 862



NATIONAL OFFICERS
NATIONAL EXECUTIVE OFFICERS

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 National President
EFREN LL. ALCERA
 Secretary General

Deputy Secretary General - Luzon
ATTY. GLENN M. MORTEL
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ARTURO PORRAS
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 National Auditor

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EFREN LL. ALCERA
 Interim Board Secretary

ADVISORY

This advisory is issued in reference to the Memorandum DM-OUHROD 2023-1606 dated 12 October 2023 relative to the upcoming 15th National Congress and Seminar-Workshop of the Department of Education - National Employees Union scheduled from November 29 to December 1, 2023, at the Crown Legacy Hotel, Kasad Road, Baguio City with the theme "*Bayanhan sa Pagtataguyod ng MATATAG Agenda Para sa mga Batang Makabansa at Bansang Makabata*". Paragraph 2 of the said memorandum states that for further details, see the attached communication from DepEd NEU.

Thus, it is informed that a registration fee of Five Thousand Nine Hundred Fifty Pesos (P 5,950.00) shall be charged to each participant to defray expenses on accommodation, certificates, honoraria of resource speakers, supplies, and other related expenses.

The Registration Fee, travel, and incidental expenses of the participants shall be charged against local funds subject to the usual accounting and auditing rules and regulations, such as but not limited to Regional Division School Maintenance and Other Operating Expenses (MOOE), and or Special Education Fund (SEF), and other possible legitimate sources subject to the usual accounting and auditing rules and regulations.

Participants to this activity are the following:

- a. Non-teaching rank and file employees of DepEd in the central, regional, division and school levels occupying positions listed in Enclosure No. 1;
- b. Members of the DepEd-NEU National Board of Trustees (NBOT);
- c. DepEd-NEU National Executive Officers (NEO);
- d. DepEd-NEU Chapter Executive Officers at the regional, division and school levels; and
- e. Chairpersons and Members of the DepEd-NEU Secretariat and Steering Committees.

Attendance of participants and secretariat shall be on **Official Business**.

Members of the NBOT, NEO and the different working committees are considered participants and shall be required to pay the registration fee. They are authorized to travel two (2) days prior to the start of the activity for the necessary preparations.

Arrival and registration of participants shall be in the morning of Day 1 (November 29, 2023). The first meal to be served shall be lunch on Day 1 while the last meal to be served shall be lunch on the last day (December 1, 2023) of the Congress.

Payment of registration fee through cash, check, or LLDAP-ADA may be deposited to the DepEd-NEU National Account at the Land Bank of the Philippines Meralco Branch, Pasig City under Account Name: DEPED NATIONAL EMPLOYEES UNION with Account No.: 3341-0185-94.

Online Confirmation of attendance shall be made through (https://docs.google.com/forms/d/e/1FAIpQLSddaNJttSqt37dhbrJAcqq4Y1nKK5QsW0iMuoLQW_u2Ysh2aQ/viewform). Please visit the DepEd NEU Facebook Page to readily access this link.

For information and guidance of all concern

ATTY. DOMINGO B. ALIDON
 National President





Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2023-1102

TO : Regional Directors
Schools Division Superintendents
All Others Concerned

FROM : 
GLORIA JUMAMIL-MERCADO
Undersecretary for Human Resource and Organizational Development


ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations

SUBJECT : INVITATION TO THE 15TH NATIONAL CONGRESS AND SEMINAR-
WORKSHOP ORGANIZED BY THE DEPARTMENT OF EDUCATION -
NATIONAL EMPLOYEES' UNION (DEPED-NEU)

DATE : 12 October 2023

The Department of Education – National Employees' Union (DepEd-NEU) will hold the 15th National Congress and Seminar-Workshop from November 29 to December 01, 2023, at the Crown Legacy Hotel, Kisda Road, Baguio City with the theme "Bayanihan sa Pagtataguyod ng MATATAG Agenda Para sa mga Batang Makabansa at Bansang Makabata".

The congress aims to: (1) provide participants with an in-depth overview of the DepEd's MATATAG Agenda; (2) raise awareness among DepEd NEU officers and members on how they can proactively participate in the effective delivery of the various components of the MATATAG Agenda; (3) develop, propose and adopt appropriate programs and activities for DepEd non-teaching rank-and-file personnel to support DepEd's MATATAG Agenda and the MATATAG K-10 Curriculum; (4) address and resolve issues and concerns of DepEd non teaching rank and file personnel; and (5) update DepEd NEU officers and members on the current status of the implementation of the 2021 Collective Negotiation Agreement and lay-down action plans to facilitate its full implementation (*see attached communication from DepEd NEU for further details*).

Eligible participants indicated in the provided list of DepEd NEU may opt to attend the said activity provided that their participation will not hamper the conduct of classes in schools. The use of DepEd funds shall be subject to the approval of their respective approving authorities. The same is also contingent upon its availability, and adherence to the usual accounting and auditing rules and regulations.

Should you have further inquiries, please email DepEd NEU at depedneusecretarygeneral@gmail.com.

IBURO-FWD/Outgoing

**LIST OF POSITIONS OF EMPLOYEES AUTHORIZED
TO ATTEND THE 15TH NATIONAL CONGRESS AND
SEMINAR-WORKSHOP OF THE DEPED-NEU**

- 1 . Accountant I
- 2 . Accountant II
- 3 . Accountant III
- 4 . Accountant IV
- 5 . Accounting Analyst
- 6 . Accounting Clerk II
- 7 . Administrative Aide I
- 8 . Administrative Aide II
- 9 . Administrative Aide III
- 10 . Administrative Aide IV
- 11 . Administrative Aide V
- 12 . Administrative Aide VI
- 13 . Administrative Assistant I
- 14 . Administrative Assistant II
- 15 . Administrative Assistant III
- 16 . Administrative Assistant IV
- 17 . Administrative Assistant V
- 18 . Administrative Assistant VI
- 19 . Administrative Officer I
- 20 . Administrative Officer II
- 21 . Administrative Officer III
- 22 . Administrative Officer IV
- 23 . Administrative Officer V
- 24 . Agriculturist I
- 25 . Agriculturist II
- 26 . Aquacultural Technician I
- 27 . Aquaculturist I
- 28 . Architect II
- 29 . Architect III
- 30 . Artist-Illustrator II
- 31 . Assistant Schools Division Superintendent
- 32 . Assistant Teachers Camp Superintendent
- 33 . Attorney I
- 34 . Attorney II
- 35 . Attorney III
- 36 . Attorney IV
- 37 . Attorney V
- 38 . Board Secretary II
- 39 . Bookkeeper
- 40 . Cash Clerk I
- 41 . Cashier I

42 . Cashier II
43 . Chief Accountant
44 . Chief Administrative Officer
45 . Chief Education Program Specialist
46 . Chief Education Supervisor
47 . Chief Health Program Officer
48 . Cinematographer I
49 . Clerk I
50 . Clerk II
51 . Clerk III
52 . Computer File Librarian I
53 . Computer File Librarian II
54 . Computer Maintenance Technologist I
55 . Computer Maintenance Technologist III
56 . Computer Programmer II
57 . Computer Programmer III
58 . Construction and Maintenance Man
59 . Cook I
60 . Copy Reader
61 . Coxswain
62 . Crafts Education Demonstrator I
63 . Crafts Education Demonstrator II
64 . Creative Arts Specialist I
65 . Creative Arts Specialist II
66 . Dental Aide
67 . Dentist I
68 . Dentist II
69 . Dentist III
70 . Department Assistant Secretary
71 . Department Legislative Liaison Specialist
72 . Department Secretary
73 . Department Undersecretary
74 . Director II
75 . Director III
76 . Director IV
77 . Disbursing Officer I
78 . Disbursing Officer II
79 . Dormitory Manager I
80 . Dormitory Manager II
81 . Dormitory Manager IV
82 . Draftsman I
83 . Draftsman II
84 . Driver I

85 . Education Program Specialist I
86 . Education Program Specialist II
87 . Education Program Supervisor
88 . Education Research Assistant II
89 . Engineer I
90 . Engineer II
91 . Engineer III
92 . Engineer IV
93 . Engineer V
94 . Executive Assistant I
95 . Executive Assistant II
96 . Executive Assistant III
97 . Executive Assistant IV
98 . Executive Assistant V
99 . Executive Director II
100 . Farm Worker I
101 . Fisherman
102 . Guesthouse Caretaker
103 . Guidance Coordinator I
104 . Guidance Coordinator II
105 . Guidance Coordinator III
106 . Guidance Councilor I
107 . Guidance Councilor II
108 . Guidance Councilor III
109 . Guidance Services Specialist I
110 . Guidance Services Specialist II
111 . Handicraft Worker I
112 . Handicraft Worker II
113 . Head Executive Assistant
114 . Health Education and Promotion Officer I
115 . Health Education and Promotion Officer II
116 . Health Education and Promotion Officer III
117 . Heavy Equipment Operator I
118 . Houseparent I
119 . Human Resource Management I
120 . Human Resource Management II
121 . Information Systems Analyst II
122 . Information Systems Analyst III
123 . Information Systems Researcher III
124 . Information Technology Officer I
125 . Information Technology Officer II
126 . Information Technology Officer III
127 . Internal Auditing Assistant

128 . Internal Auditor I
129 . Internal Auditor II
130 . Internal Auditor III
131 . Internal Auditor IV
132 . Internal Auditor V
133 . Laboratory Technician I
134 . Legal Aide
135 . Legal Assistant I
136 . Legal Assistant II
137 . Librarian I
138 . Librarian II
139 . Librarian III
140 . Light Equipment Operator
141 . Marine Engineman I
142 . Master Fisherman I
143 . Mechanic I
144 . Mechanic II
145 . Mechanical Plant Operator I
146 . Medical Officer II
147 . Medical Officer III
148 . Medical Officer IV
149 . Metal Worker I
150 . Nurse I
151 . Nurse II
152 . Nurse Maid I
153 . Nursing Attendant I
154 . Nutritionist-Dietitian I
155 . Nutritionist-Dietitian II
156 . Nutritionist-Dietitian III
157 . Photoengraver II
158 . Planning Officer I
159 . Planning Officer II
160 . Planning Officer III
161 . Planning Officer IV
162 . Planning Officer V
163 . Printing Foreman
164 . Project Development Assistant
165 . Project Development Officer I
166 . Project Development Officer II
167 . Project Development Officer III
168 . Project Development Officer IV
169 . Project Development Officer V

170 . Project Evaluation Officer IV
171 . Proofreader I
172 . Proofreader II
173 . Psychologist I
174 . Public Schools District Supervisor
175 . Publication Production Supervisor
176 . Records Officer II
177 . Registrar I
178 . Registrar II
179 . Reproduction Machine Operator I
180 . School Farm Demonstrator
181 . School Farming Coordinator I
182 . School Farming Coordinator II
183 . School Farming Coordinator III
184 . Schools Division Superintendent
185 . School Librarian I
186 . School Librarian II
187 . School Librarian III
188 . Science Research Assistant
189 . Science Research Specialist II
190 . Science Research Technician I
191 . Science Research Technician II
192 . Science Research Technician III
193 . Science Research Technician IV
194 . Scriptwriter I
195 . Security Guard I
196 . Security Guard II
197 . Security Guard III
198 . Security Officer I
199 . Senior Administrative Assistant I
200 . Senior Administrative Assistant II
201 . Senior Administrative Assistant III
202 . Senior Administrative Assistant V
203 . Senior Bookkeeper
204 . Senior Education Program Specialist
205 . Senior Health Program Office
206 . Senior Science Research Specialist
207 . Social Welfare Officer I
208 . Special Investigator II
209 . Special Investigator III
210 . Statistician Aide
211 . Statistician I
212 . Statistician II

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213 . Statistician III
214 . Supervising Administrative Officer
215 . Supervising Education Program Specialist
216 . Supervising Health Program Officer
217 . Supply Officer I
218 . Supply Officer II
219 . Teacher Credentials Evaluator I
220 . Teacher Credentials Evaluator II
221 . Teacher Credentials Evaluator III
222 . Teachers' Camp Superintendent
223 . Teaching-Aids Specialist
224 . Technical Education and Skills Development Analyst
225 . Typesetter II
226 . Utility Foreman
227 . Utility Worker
228 . Vocational Instruction Supervisor I
229 . Vocational Instruction Supervisor II
230 . Vocational Instruction Supervisor III
231 . Vocational Placement Coordinator
232 . Vocational School Superintendent
233 . Warehouseman III
234 . Watchman I
235 . Watchman II