



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF PAMPANGA

July 13, 2026

DIVISION MEMORANDUM
No. 414, s. 2026

**DISSEMINATION OF REGIONAL MEMORANDUM NO. 216, S. 2026,
TITLED "REGIONAL TRAINING ON KNOWLEDGE ATTAINMENT AND
LEARNING AWARENESS ON SAFETY AND GUARDING (KALASAG)
PROTOCOLS FOR RO/SDO LOCALLY HIRED SECURITY PERSONNEL
AND WATCHMEN"**

To: Assistant Schools Division Superintendents
Chiefs, CID and SGOD
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. For the information and guidance of all concerned, enclosed is Regional Memorandum No. 216, s. 2026, titled "Regional Training on Knowledge Attainment and Learning Awareness on Safety and Guarding (Kalasag) Protocols for Ro/SDO Locally Hired Security Personnel and Watchmen."
2. The training shall be conducted on **July 17–19, 2026**, at the **National Educators Academy of the Philippines Region III (NEAP III), Pulungbulu, Angeles City**. It aims to strengthen the knowledge, skills, attitudes, and professional competencies of locally hired security personnel and watchmen in the implementation of security protocols, incident reporting, workplace safety, emergency preparedness, customer relations, and professional conduct.
3. The following personnel from the Schools Division of Pampanga are authorized to participate in the activity:

No.	Name
1	Ramilo Luis Tiglao
2	Ariel Apelado Capulong
3	Reynaldo L. Jocson
4	Francis Etil Regelisa
5	Andres M. Carlos
6	Dante Gulapa Culala Jr.
7	Teddy Manansala Diciembre

4. Participants shall register beginning at 7:00 a.m. on July 17, 2026, while the opening program shall commence at 8:00 a.m. They are expected to participate actively in all sessions, complete the required outputs and



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evaluation activities, and prepare and implement a Workplace Application Plan or Job-Embedded Learning after the training.

5. Participants are advised to bring their own **laptops, extension cords, personal internet connectivity devices, and personal medicines**. Since the activity is scheduled from Friday to Sunday, eligible participants may be granted **Compensatory Overtime Credits (COC)**, subject to the applicable provisions of **CSC-DBM Joint Circular No. 2, s. 2004 and Division Memorandum No. 367, s. 2024, if applicable**.

6. Travel and other incidental expenses of the participants shall be charged against available **local or school funds**, subject to the usual accounting and auditing rules and regulations.

7. Immediate dissemination of and strict compliance with this Memorandum are directed.

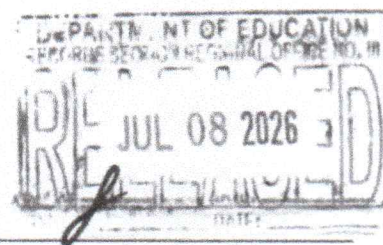
ROMEO M. ALIP, PhD, CESO V
Schools Division Superintendent

AOAS/07-045-2026





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Department of Education
REGION III-CENTRAL LUZON



REGIONAL MEMORANDUM

No. **216**, s. 2026

**REGIONAL TRAINING ON KNOWLEDGE ATTAINMENT AND LEARNING
AWARENESS ON SAFETY AND GUARDING (KALASAG) PROTOCOLS
FOR RO/SDO LOCALLY HIRED SECURITY PERSONNEL AND WATCHMEN**

To : The Assistant Regional Director
Schools Division Superintendents
Chiefs of Functional Divisions
All Others Concerned

1. In line with the Department of Education's commitment to ensuring safe, secure, resilient, and learner-centered learning environment pursuant to the future directions of education under the Basic Education Development Plan (BEDP) 2030, the Department of Education Regional Office III, through the Human Resource Development Division (HRDD), shall conduct the Regional Training on Knowledge Attainment and Learning Awareness on Safety and Guarding (KALASAG) Protocols for Security Personnel and Watchmen who are locally hired by DepEd Schools/Division Offices on July 17 – 19, 2026 at the National Educators Academy of the Philippines III (NEAP III), Pulungbulu, Angeles City.
2. The training aims to strengthen the knowledge, skills, attitudes, and professional competencies of security personnel/watchmen in the implementation of security protocols and procedures, incident reporting and documentation, customer/public relations, workplace safety, emergency preparedness, and professional conduct aligned with government and private security standards and policies.
3. Specifically, the training seeks to:
 - a. enhance participants' understanding and application of standard security protocols, guarding procedures, access control measures, monitoring systems, and emergency response practices within educational institutions;
 - b. strengthen competencies in incident reporting, documentation procedures, and communication protocols during emergencies and security incidents;
 - c. develop professionalism, customer/public relations skills, and conflict management techniques in dealing with learners, personnel, parents, visitors, and stakeholders;
 - d. promote workplace safety awareness, disaster preparedness, fire safety, and emergency response practices; and
 - e. reinforce ethical conduct, discipline, accountability, vigilance, teamwork, and commitment to continuous learning and professional growth among security personnel/watchmen.
4. Enclosed are the list of regional participants endorsed by the School Division Offices, the Program Management Team, and the Program Matrix of the training.



Address: Matalino St. D.M. Government Center, Maimpis,
City of San Fernando (P)
Telephone Number: (045) 598-8580 to 89
Email Address: region3@deped.gov.ph
Website: <https://region3.deped.gov.ph>





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5. Participants are expected to:
 - a. actively participate in all sessions and activities;
 - b. observe proper decorum and professionalism throughout the training;
 - c. complete required outputs and evaluation activities;
 - d. prepare and implement a Workplace Application Plan (WAP)/Job Embedded Learning (JEL) after the training; and
 - e. bring their own laptops, extension cords, personal internet connectivity devices, and personal medicines to ensure seamless participation in workshops outputs.
6. The arrival and registration of participants begins on July 17, 2026 at 7:00 in the morning, followed by the **Opening Program** at **8:00 a.m.** The last meal to be served is lunch on the last day, July 19, 2026.
7. The **training is scheduled from Friday to Sunday** to comply with the Department of Education's policy on ensuring the continuous delivery of school security services, as the participants are designated school security personnel/watchmen whose presence is essential during regular school days. In recognition of **services rendered during non-working days**, eligible participants may **be granted Compensatory Time-Off (CTO)**, subject to the applicable provisions of **CSC-DBM Joint Circular No. 2, s. 2004 (Non-Monetary Remuneration for Overtime Services Rendered)**, if applicable.
8. Travel expenses of the participants shall be charged to the local/school funds, subject to the usual accounting and auditing rules and regulations.
9. For questions and clarifications, kindly coordinate with **the Human Resource Development Division (HRDD)** through **Edgardo Simon Serrano, EdD, Bryan L. Vicente, and Chathele G. Guevarra** at telephone no. (045) 598-8580 to 89 local 108 and 114.
10. Immediate dissemination of and compliance with this Memorandum is desired.

TOLENTINO G. AQUINO
Regional Director

Encls.: As stated
Reference: **Basic Education Development Plan (BEDP) 2030**
To be indicated in the Perpetual Index
under the following subjects:

SECURITY PERSONNEL TRAINING
DEVELOPMENT WORKPLACE SAFETY

HRDD1/hrdd03/Neap1
July 6, 2026

To send feedback
regarding any of
our services,
kindly scan the
QR Code.



Address: Matalino St. D.M. Government Center, Maimpis,
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25.	Dennis Imo Chanco	Malolos City
26.	Christian Paul Morales Godoy	Malolos City
27.	Richard Alamares	City of San Jose del Monte
28.	Benjamin F. Santos	City of San Jose del Monte
29.	Mary Jane C. Gasita	City of San Jose del Monte
30.	Victor P. Pensinabis Jr.	City of San Jose del Monte
31.	Nestor M. Dela Peña	City of San Jose del Monte
32.	Jeffrey Callena	Meycauayan City
33.	Jun C. Patricio	Meycauayan City
34.	Esperidion Adio Cabrera Jr.	Baliwag City
35.	Rodelio D. Santos	Baliwag City
36.	Angelo C. Pleno	Baliwag City
37.	Fernando Sol Fines	Baliwag City
38.	Federico Viador Mananghaya Jr.	Baliwag City
39.	Maximo A. Santos	Nueva Ecija
40.	Godofredo A. Beltran	Nueva Ecija
41.	Manolito M. Sapang	Nueva Ecija
42.	Jose A. Salao Jr.	Nueva Ecija
43.	Domingo A. Pascua Jr.	Nueva Ecija
44.	Jose F. Aranza	Nueva Ecija
45.	Michael A. Parungao	Cabanatuan City
46.	Ma. Cristina A. Ramirez	Cabanatuan City
47.	Marc Anthony G. Callanta	Cabanatuan City
48.	Anthony E. Mallare	Cabanatuan City
49.	Reynaldo F. Mallari	Cabanatuan City
50.	Jose Gonzales	Gapan City
51.	Eselito A. Abiertas	Gapan City
52.	Edwin Reyes	Gapan City



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53.	Dennis O. Atacador	Gapan City
54.	Domingo A. Pabon	Gapan City
55.	Eduardo T. Mercado	Science City of Muñoz
56.	Johnson D. Quinit	Science City of Muñoz
57.	Robert B. Lazaro	Science City of Muñoz
58.	Marciano P. La Rosa	Science City of Muñoz
59.	Carlito Magno Chico	Science City of Muñoz
60.	Salvador Castellano Jr.	San Jose City
61.	Blando Q. Pararuan Jr	San Jose City
62.	Alberto Dc Santiago	San Jose City
63.	Ed Dulatre	San Jose City
64.	Joselito Galindo	San Jose City
65. 1	Ramilo Luis Tiglao	Pampanga
66. 2	Ariel Apelado Capulong	Pampanga
67. 3	Reynaldo L. Jocson	Pampanga
68. 4	Francis Etil Regelisa	Pampanga
69. 5	Andres M. Carlos	Pampanga
70. 6	Dante Gulapa Culala Jr	Pampanga
71. 7	Teody Manansala Diciembre	Pampanga
72.	Roland E. Espero	Angeles City
73.	Ding B. Sangga	Angeles City
74.	Arnold S. Valmoria	Angeles City
75.	Enero S. David	City of San Fernando
76.	Onassis P. Mallari	City of San Fernando
77.	Patrick Bautista	City of San Fernando
78.	Remanuel R. Ragos	City of San Fernando
79.	Reynalito D. Calma Jr	City of San Fernando
80.	Alex Alcantara	Mabalacat City



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81.	Mario I. Pangan	Mabalacat City
82.	Manuel I. Arabe Jr.	Mabalacat City
83.	Rabago P. Tua	Mabalacat City
84.	Jesus N. Tanobong	Mabalacat City
85.	Peter M Salgado	Tarlac Province
86.	Maximino Capinuyan Sagun	Tarlac Province
87.	Sonny Gutierrez Agustin	Tarlac Province
88.	Reynaldo Almazan Celestino	Tarlac Province
89.	Elpidio Celia Sibug	Tarlac Province
90.	Sonny Gutierrez Agustin	Tarlac Province
91.	Arnold Lawas Papellero	Tarlac Province
92.	Jessie Sotero Ariola	Tarlac Province
93.	Benjamin S. Benitez	Tarlac City
94.	Jesus Vasquez	Tarlac City
95.	Rodrigo G. Cabrera	Tarlac City
96.	Felisa C. Liquiran	Tarlac City
97.	Eric L. Delmundo	Tarlac City
98.	Gerald Dela Cruz Dragon	Zambales
99.	Raul Aque Apsay	Zambales
100.	Ronaldo Medida Manila	Zambales
101.	Rey Recopuerto Ebilane	Zambales
102.	Ariel De Dios Bactad	Zambales
103.	Herald Quilana	Olongapo City
104.	Joseph Quintana	Olongapo City
105.	Mark Jason Pacatcatin	Olongapo City
106.	Ferdinand Nacino	Olongapo City



Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR INFORMATION AND COMMUNICATIONS TECHNOLOGY

MEMORANDUM

OASICT-MEM-070626-T3-1

TO : **REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
REGIONAL INFORMATION TECHNOLOGY OFFICERS
DIVISION INFORMATION TECHNOLOGY OFFICERS**

FROM : **ATTY. MARCELINO G. VELOSO III**
Undersecretary *4*

SUBJECT : **AUTHORITY TO INITIATE PROCUREMENT (SHORT OF
AWARD), RE: DOWNLOADING OF PROGRAM SUPPORT
FUND FOR SCHOOL INTERNET CONNECTIVITY**

DATE : 06 July 2026

1. Authority and Purpose

- 1.1. Pursuant to Republic Act No. 12009, otherwise known as the New Government Procurement Act (NGPA), its Implementing Rules and Regulations (IRR), and other applicable government procurement policies, authority is hereby granted to the concerned Bids and Awards Committees (BACs), through their respective Technical Working Groups (TWGs) and BAC Secretariats, to initiate and undertake all procurement activities, short of award, for the procurement Low Earth Orbit (LEO) Satellite Solutions, Internet Connectivity Subscription and/or Related Services for eligible schools funded under the Program Support Fund (PSF).
- 1.2. This procurement is intended to address connectivity gaps in eligible schools and support digital learning, administrative operations, and other school-based connectivity requirements.

2. Procuring Office

- 2.1. The procurement may be undertaken by the Regional Office or the concerned Schools Division Offices, as may be appropriate, taking into consideration the approved fund downloading arrangement, operational requirements, procurement strategy, readiness of the implementing office, and applicable procurement rules.

3. Procurement Modality



18th Floor, Techzone Bldg., 7071 Malugay, Makati City
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- 3.1. The procurement shall be conducted through the appropriate procurement modality authorized under Republic Act No. 12009 and its Implementing Rules and Regulations, including Competitive Bidding, Small Value Procurement, or such other applicable modality as may be warranted by the Approved Budget for the Contract, the nature and scope of the requirement, and the applicable procurement thresholds and conditions.
 - 3.2. The concerned BAC shall determine and recommend the proper procurement modality in accordance with law, existing procurement guidelines, and the approved procurement strategy.
4. Scope of Authority
- 4.1. For this purpose, the concerned BACs, through their respective TWGs and BAC Secretariats, are hereby authorized to perform the following acts:
 - 4.1.1. Prepare and finalize the technical specifications, terms of reference, cost estimates, and other procurement documents;
 - 4.1.2. Determine and recommend the appropriate procurement modality;
 - 4.1.3. Conduct all procurement proceedings required under the selected modality;
 - 4.1.4. Receive, open, evaluate, and conduct the appropriate evaluation and qualification procedures for bids, quotations, or proposals, as applicable;
 - 4.1.5. Prepare BAC Resolutions, Abstracts of Bids/Quotations, and other related procurement documents;
 - 4.1.6. Recommend the successful bidder, supplier, contractor, consultant, or service provider, as applicable, in accordance with Republic Act No. 12009 and its IRR; and
 - 4.1.7. Submit the complete procurement documents, together with the recommendation for award, to the respective Head of the Procuring Entity (HoPE).
5. Limitation of Authority
- 5.1. This authority is strictly limited to procurement activities short of award.
 - 5.2. The approval of the award, issuance of the Notice of Award, execution of the contract, issuance of the Notice to Proceed, and all other actions reserved to the Head of the Procuring Entity shall remain subject to Republic Act No. 12009, its IRR, and other applicable laws, rules, and regulations.
 - 5.3. Nothing in this Memorandum shall be construed as an approval of award, approval of contract, or authority to obligate funds beyond what is authorized under existing budgeting, accounting, auditing, and procurement rules.

6. Funding Allocation and Basis for Downloading

- 6.1. Upon evaluation and validation of the submitted requests, it was determined that certain schools are already beneficiaries of ongoing internet connectivity projects funded through other DepEd programs or funding sources.
- 6.2. To avoid duplication of funding and ensure the efficient, equitable, and judicious use of government resources, the proposed funding requirements were reviewed and adjusted accordingly. Schools identified as already covered by existing connectivity interventions were excluded from the funding allocation. The remaining eligible schools were allocated funds based on validated connectivity requirements and available Program Support Fund resources.
- 6.3. In addition, certain schools were included based on the validation conducted in May 2026, having been identified as unserved priority schools requiring connectivity support.
- 6.4. Accordingly, the amounts reflected in the consolidated funding summary may differ from the amounts indicated in the request letters and supporting summaries submitted by the field offices.
- 6.5. The Program Support Fund to be downloaded shall be based on Annex A, which contains the validated list of beneficiary schools and the corresponding allocation per Schools Division Office and per school. Annex A shall form an integral part of this Memorandum and Authority to Initiate Procurement.

7. Compliance and Implementation

- 7.1. All concerned offices are directed to ensure that procurement activities are undertaken in a timely, efficient, transparent, and compliant manner, consistent with Republic Act No. 12009, its IRR, applicable budgeting and accounting rules, and existing DepEd policies.
- 7.2. The concerned implementing offices shall ensure that the procurement process facilitates the prompt provision of internet connectivity services to the identified beneficiary schools, while safeguarding the proper use of government funds and avoiding duplication with existing connectivity interventions.
- 7.3. For strict compliance.



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