

Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

**Office of the Schools
Division Superintendent**

27 January 2025

DIVISION MEMORANDUM
No. 04, s. 2025

**PARTICIPATION TO THE 7TH CONVENTION AND TRAINING-WORKSHOP OF THE
NATIONAL ASSOCIATION OF PUBLIC SECONDARY SCHOOL HEADS, INC.
(NAPSSHI)**

To: **MARIVIC S. TORRES, P-I**
LINDO M. CAYADONG, P-I
NILO L. LOMONGO, HT-III
SALVADOR T. BENDIJO II, HT-II
CHUCHIE A. QUIRING, HT-II
MARK ANTHONY G. ARRIETA, T-III/SIC
MARISTEL CASTAÑOS, SIC
All Others Concerned
This Division

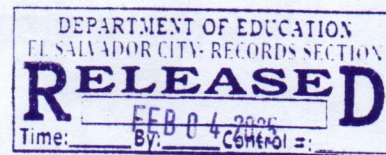
1. In relation to the invitation of the National Association of Public Secondary School Heads, Inc. (NAPSSHI) for its 7TH Convention and Training-Workshop, this Office enjoins the above cited personnel to attend the aforesaid activity on April 22-24, 2025 at Ritz Hotel, Davao City.
2. To ensure the smooth continuity of school operations, participants are advised to make the necessary arrangements for school management. An Officer-in-Charge may be designated to oversee essential matters, excluding financial concerns and other issues that require the direct attention of the immediate school head. Kindly endorse documents relative to this designation to your Technical Assistance Provider.
3. Participant's travel and other related expenses shall be charged against School MOOE and other available local funds, subject to the usual accounting and auditing rules and regulations.



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www.depedelsalvadorcity.net
Tel. No. (088) 855-0113 | Email:
elsalvador.city@deped.gov.ph

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Department of Education
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SCHOOLS DIVISION OF EL SALVADOR CITY

4. The Office shall adhere to the Equal Opportunity Principle (EOP) in observing all policies and protocol of the said activity. Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.

5. For guidance and strict compliance.


RANDOLPH B. TORTOLA
Schools Division Superintendent

To be indicated in the Perpetual Index
under the following subjects:

SGOD/KRAS/hrd NAPSSHI 7th Convention



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Republika ng Pilipinas

Department of Education
OFFICE OF THE UNDERSECRETARY

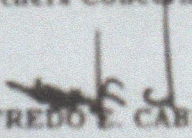
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

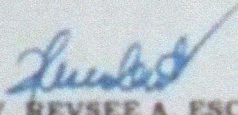
DEPARTMENT OF EDUCATION
FI-SALVADOR CITY-RECORDS SECTION
RELEASED
FEB 04 2025
Time: _____ By: _____ Control # _____

MEMORANDUM

DM-OUHROD-2024-~~334~~

TO: Regional Directors
Schools Division Superintendents
All Others Concerned

FROM: 
WILFREDO E. CABRAL
Undersecretary for Human Resource and
Organizational Development


ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations

SUBJECT: CORRIGENDUM TO DM-OUHROD-2024-2005 (CHANGE OF DATES AND VENUE - NAPSSHI'S 7TH CONVENTION AND TRAINING-WORKSHOP OF PUBLIC SECONDARY SCHOOL HEADS)

DATE: 21 November 2024

In reference to DepEd Memorandum DM-OUHROD-2024-2005 titled *Invitation to the 7th Training-Workshop and Convention of Public Secondary School Heads*, please be informed of the following changes in the dates and venue of the said Convention:

Original Schedule and Venue	Updated Schedule and Venue
April 16-18, 2025 Apu View Hotel, Davao City	April 22 - 24, 2025 Ritz Hotel, Davao City

It is reiterated that public secondary school heads and DepEd administrators may opt to attend the activity subject to the following conditions:

- compliance with the applicable provisions of DepEd Order No. 046, s. 2022 titled the Amendment to DepEd Order No. 43, s. 2022 (*Omnibus Travel Guidelines for All Personnel of the Department of Education*) and Other Appropriate Orders and Guidelines on Travel;
- secure approval from respective authorities;
- participation shall not interfere with regular functions and responsibilities; and
- use of DepEd funds strictly adheres to the usual budgeting, accounting, and auditing rules and regulations.

For questions or clarifications, please contact **Dr. Roland L. Dela Cruz**, NAPSSHI's National President through the mobile numbers 0976-028-3478 / 0923-727-9069 or **Mr. Nollie Buenaventura**, Chief Secretariat at 0910-185-4097 or email at napsshphilippines@gmail.com.

Copy furnished:
OFFICE OF THE SECRETARY





NAPSSHI

National Association of Public Secondary School Heads, Inc.
Email Address: napsshiphilippines@gmail.com

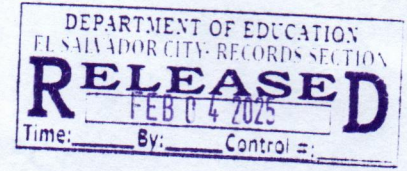
9. For the confirmation of participation, please make your payment through bank deposit transfer on this account:

Account Name: Roland L. Dela Cruz
Account Number: BDO 001571019683

Please upload your proof of payment and register on this link:
<https://forms.gle/Jy2HnEDHwRWEW2bw6> on or before March 1, 2025

10. For more information, please contact **Dr. Roland L. Dela Cruz**, NAPSSHI National President at mobile number 09764235860 / 09237279069 and **Mr. Nollie E. Buenaventura**, Chief Secretariat at mobile number 09101854097. You may also send email to napsshiphilippines@gmail.com

11. For your approval and subsequent endorsement.



Republic of the Philippines
Department of Education
 REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

January 17, 2025

RANDOLPH B. TORTOLA
 Schools Division Superintendent
 El Salvador City Division
 Zone 3, Poblacion, El Salvador City

Thru: Ms Karen Rose Serrania

Sir:

Greetings of peace and good health!

This letter formally requests your approval for us Secondary School Heads of this division to attend the NAPSSHI's 7th Convention and Training-Workshop scheduled at Ritz Hotel Davao City from April 22-24, 2025 to wit;

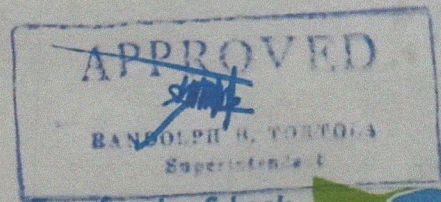
School Head	School
Marivic S. Torres	Molugan NHS
Mark Anthony Arrieta	San Francisco De Asis NHS
Lindo Cayadong	Hinigdaan NHS
Chuchie Quiring	Kalabaylabay IS
Rebecca Namoc	Cogon NHS
Nilo Lomongo	El Salvador City NHS
Maristel Castanos	Sinaloc NHS
Salvador Bendijo	Himaya NHS

Attending this event will allow us to gain new insights into best practices, network with other school heads and enhance our leadership skills.

Rest assure we will assign qualified acting head during our absence and secure necessary funding for the said event.



MOLUGAN NATIONAL HIGH SCHOOL
 Address: Molugan, El Salvador City, Misamis Oriental
 Contact Number: +63977 061 7862
 Email Address: molugan.nhs@deped.gov.ph
 School ID: 315305



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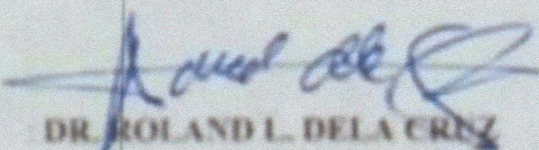
DEPARTMENT OF EDUCATION
FI. SALVADOR CITY- RECORDS SECTION
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FEB 04 2025
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17th September 2025

MEMORANDUM

DEPARTMENT OF EDUCATION
OFFICE OF THE SECRETARY
SEP 19 2025
Received _____ Time: _____
Doc No. _____

FOR : HON. JUAN EDGARDO "SONNY" M. ANGARA
Secretary, Department of Education
DepEd Complex, Meralco Avenue, Pasig City


FROM : DR. ROLAND L. DELA CRUZ
National President, NAPSSHI

1. The National Association of Public Secondary School Heads Inc. (NAPSSHI) will hold the 7th Training-Workshop and Convention of Public Secondary School Heads with the theme: *"Empowering Visionary Leaders in Achieving Sustainable Success in Today's Dynamic Educational Setting"* on the following dates and venue:

DATE	VENUE
April 16-18, 2025	Apo View Hotel, Davao City

3. On this assembly, discussions will revolve around crucial topics that are integral to our school leaders' development, empowering visionary leaders through the implementation of the MATATAG Agenda, analyzing and comparing different curricula, understanding legal aspects related to education, fostering nationalism and patriotism among students, enhancing school-based management, and providing updates on school management strategies ensuring continuous growth and success of our educational institutions in the country.
4. The participants in this live-out assembly are secondary school heads, SGOD Chiefs, CID Chiefs, Assistant Principals, EPSs, PSDSs, head teachers and master teachers in the school division offices.
5. Attendance shall be on official business.
6. A non-refundable registration fee of Six Thousand Pesos (P6,000.00) shall be charged to each participant to cover for expenses for assembly kit, meals, honoraria of resource persons and facilitators and other incidental expenses chargeable from MOOE, SEF, local funds and any other sources subject to the usual accounting and auditing rules and regulations.
7. Members of the Technical Working Group (TWG) such as school heads, head teachers and master teachers are considered participants and are required to pay the registration fee. They are authorized to travel two days prior to the start of the activity for the necessary preparations.
8. Arrival and registration of participants shall be in the morning of Day 1. The first meal to be