



Republic of the Philippines  
**Department of Education**  
Region VI – Western Visayas  
**SCHOOLS DIVISION OF CAPIZ**

05 NOV 2025

**DIVISION MEMORANDUM**

No. **579** s. 2025

**ADDITIONAL INFORMATION AND REPLACEMENT OF PARTICIPANT TO  
DIVISION MEMORANDUM NO. 468, S. 2025 TITLED TRAINING- WORKSHOP  
FOR GRADE 7 ENGLISH TEACHERS ON LITERACY- FOCUSED APPROACHES  
AND STRATEGIES IN LANGUAGE INSTRUCTION**

To: Assistant Schools Division Superintendent  
Chief Education Supervisor (CES)/OIC- CES  
Education Program Supervisors  
Public Schools District Supervisors  
Heads of Public Secondary and Integrated Schools  
All Others Concerned

1. Relative to Division Memorandum No. 468, s. 2025 titled **Training- Workshop on the Finalization of Submission Requirements for NEAP Quality Assurance for Grade 7 English Teachers on Literacy- focused Approaches and Strategies in Language Instruction** on November 7-9, 2025, this Office announces that the venue of said activity will be at **Circulo Convention Center, Pueblo de Panay Township, Roxas City**.

2. To ensure more efficiency in the conduct of said workshop, the following member of the technical working group is added:

**Rosemary L. Artates**- Principal II, Panitan Elementary School

3. Furthermore, a participant from Marciano M. Patricio NHS is hereby replaced:

Participant

Replacement

**Maria Cecilia D. Binondo**

**Micah Alea C. Cabugawan**



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4. For preparations of slide decks, materials for every session, and other pertinent documents related to the said training, resource persons and members of the technical working group shall report to the said venue on November 6, 2025 from 1:00 in the afternoon onwards. Dinner and accommodation will be provided.
5. Other provisions of the aforementioned Memorandum remain in effect.
6. This Memorandum serves as Authority to Travel for participants.
7. Immediate dissemination of this Memorandum is desired.

**ROEL F. BERMEJO**  
Schools Division Superintendent

Enclosure: None  
Reference: As Stated

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

TRAINING                  TEACHERS                  CURRICULUM