



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

07 SEP 2026

DIVISION MEMORANDUM

No. 417, s. 2026

**DIVISION ASSEMBLY OF MODEL SCHOOLS IMPLEMENTING LEARNING CONTINUITY
IN EDUCATION IN EMERGENCIES**

To: Assistant Schools Division Superintendent
OIC- Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
All Others Concerned

1. Relative to DepEd Order No. 022, s. 2024 titled **Revised Guidelines on Class and Work Suspension in Schools During Disasters and Emergencies** and DepEd Order No. 014, s. 2026 titled **Guidelines on Learning Continuity in Emergencies**, this Office, through the Curriculum Implementation Division will conduct **Division Assembly of Model Schools Implementing Learning Continuity in Education in Emergencies on Two Batches: October 20-23, 2026, for Batch 1 and October 27-30, 2026, for Batch 2**. The venue will be announced in separate issuance.
2. The activity aims to:
 - a. equip school leaders with the salient provisions of DepEd Order No. 22, s. 2024 and DepEd Order No. 14, s. 2026, enabling them to make informed decisions on appropriate learning experiences before, during, and after emergencies, considering levels of disruption;
 - b. explain the Learning Continuity Framework, including the four levels of response (Hayo, Hinay, Hinga, and Hinto) and their application during emergency situations;
 - c. strengthen the capacity of school leaders in planning, implementing, and monitoring learning continuity measures during emergencies including the conduct of handling learners with contemporary problems;
 - d. provide guidance on the preparation, updating, and implementation of Learning and Service Continuity Plan and Learning Continuity Plan at the school level; and
 - e. encourage the participants to roll-out the activity in the district in their own context.
3. The list of participants per batch, Resource Speakers, Program Management Team, and members of Technical Working Group for this activity is enclosed in this Memorandum. Each district is encouraged to send 6 participants composed of 5 school heads and 1 ALS teacher. Resource Speakers, Program Management Team and Technical Working Group are advised to report on Day 0 while participants are expected to report on Day 1 to Day 3.



Address: Banica, Roxas City
Contact Number: (036) 6518 456/0968-869-5867
Email Address: capiz@deped.gov.ph
Website: <http://depedcapiz.ph>



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4. Participants are advised to bring a hard and soft copy of school Learning Service Continuity Plan/Learning Continuity, and other accomplished templates found in Annexes of DepEd Order No. 022, s. 2024 and DepEd Order No. 014, s. 2026.
5. There will be tree planting activity in support of the Regional Office's Three Million Trees Program at President Roxas East Elementary School, President Roxas for Batch 1 and Cubay-Ibaca Elementary School, President Roxas for Batch 2, during the 1st day of the Capability Building.
6. In adherence to the Policy on Engaged Time-on-Task, school heads shall ensure that classes of teacher-participants are taken over by other teachers or may adopt contingency plan to conduct make-up class to recover the missed instructional time.
7. Attached is the activity matrix. For further information, please contact Alan Vincent B. Altamia, EPS- GMRC-VE/Guidance/ADM at cellphone number 09394927866.
8. Food, accommodation and other operational expenses relative to the conduct of this activity shall be charged against the ADM funds while travel expenses of the participants and technical working group/resource speakers/facilitators shall be charged to school MOOE subject to the usual accounting and auditing rules and regulations.
9. This Memorandum will serve as an Authority to Travel of the participants and management team.
10. Immediate dissemination of this Memorandum is desired.

ROEL F. BERMEJO
Schools Division Superintendent

Reference: As Stated
To be indicated in the Perpetual Index
Under the following subjects:

CURRICULUM

LEARNING CONTINUITY

CAPABILITY PROGRAMS



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Batch 1: October 20-23, 2026

Batch 2: October 27-30, 2026

ACTIVITY MATRIX

Day 0 – Walkthrough (October 20, 2026, for Batch 1/October 27, 2026, for Batch 2)

TIME	ACTIVITY	PERSON IN-CHARGE
8:00 am- 9:00 am	Tree Planting Activity	
10:00 am – 11:00 am	Registration and Opening Program	Alan Vincent B. Altamia
12:00 noon – 1:00 pm	LUNCH	
1:00 pm- 3:00 pm	Walkthrough of all topics	Resource Speakers
3:00 pm – 5:00 pm	Revisiting Term of Reference	Alan Vincent B. Altamia
6:00 pm	DINNER	

Day 1 (October 21, 2026, for Batch 1/October 28, 2026, for Batch 2)

TIME	ACTIVITY	PERSON IN-CHARGE
8:00 am - 9:00 am	Arrival of Participants	TWG/Core Group
9:00 am -10:00 am	Opening Program Levelling of Expectation House Rules	TWG
10:30 am – 11:30 am	TOPIC 1: Walkthrough DepEd Order No. 22, s. 2024 titled Revised Guidelines on Class and Work Suspension in Schools During Disasters and Emergencies and DepEd Order No. 014, s. 2026 titled Guidelines on Learning Continuity in Emergencies	Alan Vincent B. Altamia
12:00-1:00 pm	LUNCH	
1:00 pm - 3:00 pm	TOPIC 2:	



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	Learning Continuity Framework in Emergencies and Learning Continuity Matrix	Arnel U. Francisco
3:00 pm -5:00 pm	TOPIC 3: Learning Experience and Development and Design Considerations of Learning Experiences and Resources	Marie Beth F. Flaga Edwin Belvis
6:00pm	DINNER	

Day 2 (October 22, 2026, for Batch 1 and October 29, 2026, for Batch 2)

TIME	ACTIVITY	PERSON IN-CHARGE
6:00 am -7:30 am	Breakfast	
9:00 am -11:00 am	TOPIC 4: Preparation and Crafting Learning Service Continuity Plan	Julie Finlac And Maria Roda Tolores
12:00 noon – 1:00 pm	LUNCH	
1:00 pm- 3:00 pm	TOPIC 5: Sample Learning Service Continuity Plan	Yvonnice Ganit
3:00 pm – 5: 00 pm	TOPIC 6 Home Schooling and Validation Tool for Home Schooling and OHSP	Alda Malibong
6:00 pm	DINNER	

Day 3 (October 23, 2026 for Batch 1 and October 30, 2026, for Batch 2)

TIME	ACTIVITY	PERSON IN-CHARGE
6:00 am -7:30 am	Breakfast	
9:00 am -11:00 am	TOPIC 7: Handling Learners with Contemporary Problems	
12:00 noon – 1:00 pm	LUNCH	



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1:00 pm- 3:00 pm	TOPIC 8: Presentation of Outputs and Ways Forward	Alda Malibong and Selected Participants
3:00 pm – 4:00 pm	CLOSING PROGRAM	
5:00 pm	Home Sweet Home	



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Enclosure No. 1 to Division Memorandum No. 417 s. 2026

Resource Speakers	School/Office	Position
Julie G. Finlac	Dao NHS	School Head
Maria Roda M. Tolores	Dao ES	School Head
Lalain Delos Santos	Dao District	PSDS
Prechie Marie S. Luching	Dao District	District ADM Coordinator
Kenneth Anoché	SDO-Capiz	Division ALS Focal
Francis Librando	SDO-Capiz	Division ALS Focal
Emily Edano	Dao	ALS Teacher
Marie Beth F. Flaga	Consolacion ES	School Head
Alda D. Malibong	Rizal ES	School Head
Yvonne F. Ganit	Bag-ong Barrio ES	School Head
Edwin B. Belvis	Celestino D. Diaz IS	School Head
Arnel U. Francisco	Llorito A. Balgos ES	School Head

Program Management Team	Position
Roel F. Bermejo	Schools Division Superintendent
Marlon P. Deztreza	Asst Schools Division Superintendent
Dr. Merlie J. Rubio	OIC-CID
Alan Vincent B. Altamia	ADM Focal
Ronald Dile	M & E

Technical Working Group	Position
Raymund D. Magbanua	Dao ES Focal ADM /MT III
Rae Ann E. Mayuga	Dao NHS ADM Focal/ T VI
Rodnie D Wicas	Dao ES Focal ADM /MT III
TOTAL RS, PMT, TWG	16

Allotment of District Participants Batch 1

District	Number of Participants
Panay	6
Pontevedra	6
President Roxas	6
Panitan	6
Pilar	6
Maayon	6
Ivisan	6
Sigma	6
Dao	6



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Capiz NHS	1
TOTAL	55

Allotment of District Participants Batch 2

District	Number of Participants
Cuartero	6
Dumarao	6
Dumalag	6
Mambusao East	6
Mambusao West	6
Jamindan	6
Tapaz East	6
Tapaz West	6
Sapian	6
Capiz NHS	1
TOTAL	55