



Republic of the Philippines  
**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

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**MEMORANDUM**  
**DM-LS-2026-138**

**TO :** Minister, Ministry of Basic, Higher, and Technical Education, **BARMM**  
Learning Systems Strand Bureau Directors/ Heads of Office  
Regional Directors  
Assistant Regional Directors  
Schools Division Superintendents  
Assistant Schools Division Superintendents  
CLMD and CID Chiefs  
All Others Concerned

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For dissemination and compliance.  
*[Signature]*  
CECILIA E. VALDERAMA, PhD, CESO VI  
Schools Division Superintendent

**FROM :** *Carmela C. Oracion*  
**CARMELA C. ORACION**  
Assistant Secretary and Officer-in-Charge  
Office of the Undersecretary for Learning Systems

**SUBJECT :** **PLANNING CONFERENCE ON LEARNING SYSTEMS REFORM**  
**POLICIES ORIENTATION FOR OTHER DIVISION OFFICE**  
**PERSONNEL, SCHOOL HEADS, AND TEACHERS**

**DATE :** **16 April 2026**

This is reference to the successful conduct of the Orientation for Regional Offices (ROs) and Schools Division Offices (SDOs) on the Learning Systems Reform Policies held on April 13 -14, 2026.

To maximize the participation of Field Office officials and personnel attending the National Festival of Talent (NFOT), all Regional Directors (RDs) or Assistant Regional Directors (ARDs), Schools Division Superintendents (SDSs) or Assistant Schools Division Superintendents (ASDSs), Chiefs of the Curriculum and Learning Management Division (CLMD) and Curriculum Implementation Division (CID) are invited to participate in the **Planning Conference for the Orientation on Learning Systems Policies for School Heads and Teachers on April 21, 2026 at Roxas City**. Attendance is limited to officials and personnel who are already participating in the NFOT. All others are requested to join the conference via the online platform. Travel solely for the purpose of attending this orientation is not required.

All ROs are requested to conduct the pre-planning conferences for the orientation in accordance with the parameters indicated in **Annex A**. Members of the Executive Committee and Management Committee of the Learning Systems Strand (LSS) are assigned to assist ROs and SDOs in the implementation of the orientation activities, as detailed below:

Regions	Learning Systems Strand ExeCom Lead	Contact
1, 2, 3, CAR, 4B, and NCR	OIC-Undersecretary Carmela C. Oracion Office of the Undersecretary for Learning Systems	Mark Angelo B. Abinsay, Executive Assistant IV ouct@deped.gov.ph

A, 5, 6, 7, 8, NIR	Assistant Secretary Jerome T. Buenviaje Office of the Assistant Secretary for Learning Systems	Alison Z. Salva Executive Assistant III oasct@deped.gov.ph
9, 10, 11, 12, CARAGA	Assistant Secretary Janir T. Datukan Office of the Assistant Secretary for Learning Systems	Michael Jo D. Obenza Executive Assistant III oasct.eaae@deped.gov.ph

To ensure the delivery of clear, practical, and skill-focused orientations, the LSS shall provide materials, resource persons, and support including kits, videos, and toolkits and other training management support.

Attendance and participation in the planning conferences are crucial to ensure successful implementation of the reform policies.

Immediate dissemination of this memorandum is directed.

**Attachments:**

**Annex A- Planning Parameters**



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## Annex A

### PLANNING PARAMETERS

#### I. Timeline

The next phase of the Orientation on the Learning Systems Reform Policies is intended for other division supervisors, school heads, and teachers, following the schedule indicated below:

Indicative Date	Activities
April 21, 2026	Pre/ Planning Conferences
April 23-May 6, 2026	Orientation for School Heads
May 7-15, 2026	Orientation for Teachers

#### II. General Strategy

The planning conference shall ensure that the orientation activities are relevant and responsive to the specific needs and contexts of each RO and/or SDO. Through this process, ROs and SDOs are guided to maximize available resources, build on existing and/or scheduled activities, and design orientation activities that are practical, relevant, and supportive of implementation at the school level.

Orientations may be conducted face-to-face (F2F), online, or hybrid modalities depending on the target participants and logistical considerations.

To support efficient planning and implementation and consistent messaging, the roles and responsibilities of the ROs/SDOs and the assigned LSS ExecCom Lead and team are presented in the matrix below.

Governance Level	Responsibilities
RO/SDO	<ul style="list-style-type: none"> <li>Identify target participants and determine the appropriate orientation modality (e.g., ROs may handle school heads, while SDOs handle teachers)</li> <li>Plan, organize, and manage orientation logistics, including venue or online platform, schedules, and participant coordination</li> <li>Prepare and issue official memoranda, advisories, and related communications</li> <li>Integrate orientation activities with existing and/or scheduled regional or division initiatives</li> </ul>
LSS/ Central Office Team	<ul style="list-style-type: none"> <li>Develop and provide standardized orientation materials and others resources</li> <li>Assign and coordinate resource persons and facilitators</li> <li>Provide technical assistance to ROs and SDOs during planning and implementation</li> <li>Support facilitation of orientation sessions, whether conducted face-to-face, online, or through hybrid modalities</li> </ul>

### III. Guide to Planning

The following are the main considerations for the conduct of the orientation activities:

1. Targeting and clustering: how could we reach 100% of school heads and teachers in our respective areas?
2. Logistics: what venues, spaces, resources, are available to us?
3. Geographic spread of participants: can they travel and converge towards a single space, or would it prove challenging for them?
4. Upcoming events: are there existing large-scale gatherings or events where we can ride this orientation on?
5. Availability of breakout facilitators: do we have enough facilitators on our team who can help engage clustered viewers?

Additionally, the orientation for school heads and teachers may be conducted in either of the modalities listed below as deemed appropriate by the ROs and SDOs.

<b>FOR SCHOOL HEADS</b>	
<b>Model</b>	<b>Description</b>
A	<b>In person</b> orientation at the venue identified by the RO and/or SDO
B	<b>Hybrid</b> orientation, with approximately 50% of school heads attending onsite at the venue identified by the RO and/or SDO and 50% participating online and/or through clustered online viewing
C	<b>Clustered viewing</b> , starting with CO delivering a centralized live broadcast of a session while school heads watch while physically in small groups, and then take part in discussions and activities to process

<b>FOR TEACHERS</b>	
<b>Model</b>	<b>Description</b>
A	<b>In person</b> orientation at the venue identified by the RO and/or SDO.
B	<b>Fully online</b> , 100% of teachers participating individually in a synchronous virtual conference with breakouts. CO to facilitate majority of the session with SDO providing facilitation and moderation support
C	<b>Clustered viewing</b> , starting with CO delivering a centralized live broadcast of a session while teachers watch while physically in small groups, and then take part in discussions and activities to process