



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF BULACAN

October 30, 2026

DIVISION MEMORANDUM

No. *507* s, 2026

**ORIENTATION AND ASSIGNMENT OF TULONG PANGHANAPBUHAY SA
ATING DISADVANTAGED/DISPLACED WORKERS (TUPAD)
BENEFICIARIES TO SCHOOLS**

To: Assistant Schools Division Superintendent
Division Chiefs
Public Schools District Supervisors of Guiguinto and Bocaue
All Others Concerned

1. Pursuant to Republic Act No. 11230, otherwise known as the Tulong Panghanapbuhay sa Ating Disadvantaged/Displaced Workers (TUPAD) Act, an Orientation and Assignment of TUPAD Beneficiaries in Schools will be conducted to orient beneficiaries on program guidelines, duties and responsibilities, workplace safety, and deployment procedures.
2. The orientation is scheduled on November 3, 2026 (Tuesday), @ 8:00 a.m., at Cong. Erasmo R. Cruz Memorial Central School, Sandico Street, Barangay Wakas, Bocaue, Bulacan. The said venue shall provide a projector and sound system for the activity.
3. The activity aims to ensure that TUPAD beneficiaries are properly informed of their roles and are effectively assigned to schools where they can help maintain a clean, safe, and conducive learning environment. Beneficiaries shall likewise be oriented on work standards, reporting procedures, and expected conduct while rendering service in their respective school assignments.
4. All identified TUPAD beneficiaries are required to attend the orientation. School Heads are requested to coordinate with the beneficiaries assigned to their respective schools and ensure their attendance.
5. All identified TUPAD beneficiaries shall bring the following requirements during the orientation:
 - a. original and photocopy of any valid government-issued ID;
 - b. one (1) piece 1×1 ID picture;



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- c. medical certificate/fit-to-work certificate (for Senior Citizens and PWDs); and
- d. personal ballpen.
- 6. Failure to present the required documents may affect the processing of program-related requirements.
- 7. Immediate dissemination of and compliance with this Memorandum are desired.


CECILIA E. VALDERAMA, PhD, CFSO VI
Schools Division Superintendent 