



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

September 19, 2024


**REGIONAL MEMORANDUM**

No. **1120** s. 2024

**NATIONAL TRAINING FOR LEGAL OFFICERS (NTLO)**

To: Schools Division Superintendents  
Division Legal Officers  
Legal Officer - Designates  
All Others Concerned

1. Attached is Memorandum OULLA-2024-1329 dated September 12, 2024 from the Office of the Undersecretary for Legal and Legislative Affairs, DepEd Central Office, Meralco Avenue, Pasig City, relative to the participation in the **National Training for Legal Officers (NTLO)** at the Department of Education Ecotech Center, Lahug, Cebu City on November 6-9, 2024.
2. Participants are requested to complete the online pre-registration by accessing the attached QR Code or using this link: [https://bit.ly/NTLO\\_OnlineRegistration](https://bit.ly/NTLO_OnlineRegistration) on or before **September 30, 2024**.
3. Immediate dissemination and compliance with this memorandum are desired.

  
**EVELYN R. FETALVERO, CESO III**  
Regional Director

Enclosures: Memorandum

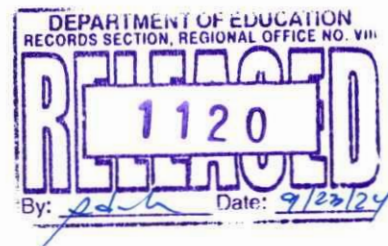
References: As stated

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

NATIONAL TRAINING FOR LEGAL OFFICERS (NTLO)

LEGAL OFFICERS

ORD-LU-MJSC





Republic of the Philippines  
**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR LEGAL AND LEGISLATIVE AFFAIRS

**MEMORANDUM**  
**OULLA-2024-1329**

**TO : REGIONAL DIRECTORS**  
**ASSISTANT REGIONAL DIRECTORS**  
**SCHOOLS DIVISION SUPERINTENDENT**  
**ASSISTANT SCHOOLS DIVISION SUPERINTENDENT**  
**DEPED CENTRAL OFFICE – LEGAL SERVICE**  
**ALL OTHERS CONCERNED**

**FROM :  ATTY. OMAR V. ROMERO**  
Undersecretary for Legal and Legislative Affairs

**SUBJECT : NATIONAL TRAINING FOR LEGAL OFFICERS (NTLO) AT THE**  
**DEPARTMENT OF EDUCATION (DEPED) ECOTECH CENTER,**  
**LAHUG, CEBU CITY ON NOVEMBER 6-9, 2024**

**DATE : SEP 12 2024**

The DepEd Central Office, Legal and Legislative Affairs Strand will be conducting the **National Training for Legal Officers (NTLO)** at the **DepEd Ecotech Center, Lahug, Cebu City** on **November 6-9, 2024**, inclusive of travel time.

This training-seminar aims to enhance the knowledge and skills of legal officers in addressing legal matters and implementing relevant laws and DepEd policies, particularly in the areas of procurement, child rights, teacher protection, and dispute resolution.

**Target participants:**

- Central Office (CO) – CO Officials and selected Legal and Legislative Affairs Strand Lawyers and Staff
- Regional Offices (RO) – Two (2) Lawyer/Legal Officer Representative per region
- Division Offices (DO) – One (1) Legal Officer per division

**Expenses:**

- **Food<sup>1</sup> and accommodation expenses** of the participants and resource persons shall be charged against line item: *Legal Service and Development of Education-Related Laws and Rules*.
- **Travel expenses** of the CO, RO, and DO participants shall be charged against their respective local funds.

<sup>1</sup> First Meal (November 6, 2024): PM Snacks; Last Meal (November 09, 2024): AM Snacks

**Registration:**

Interested participants are required to complete the online pre-registration by accessing the QR code or using the link below:



<https://bit.ly/NTLO OnlineRegistration>

All interested participants shall complete the online registration **on or before Monday, September 30, 2024**. Kindly take note that the number of participants per region and division is limited to the allotted number of slots, and only registered participants will be admitted to the training. **Registered participants must ensure their attendance or assign an alternate representative in case of unavailability.**

**Contacts for Queries:**

For questions or clarifications, please coordinate with **Ms. Marianne O. Cruzin** or **Ms. Jonalyn K. Ngadao** of the Investigation Division through email address at [legalaffairs.training@deped.gov.ph](mailto:legalaffairs.training@deped.gov.ph) or mobile numbers 0916 581 0927 or 0926 056 6012.

Further announcements and advisories will be communicated through email. We look forward to your active participation in this important event.

Thank you.

**NATIONAL TRAINING FOR LEGAL OFFICER**

**November 6-9, 2024**

**Program of Activities**

Time		November 6, 2024 Day 0 (Wednesday)	November 7, 2024 Day 1 (Thursday)	November 8, 2024 Day 2 (Friday)	November 9, 2024 Day 3 (Saturday)	
6:00 AM	8:00 AM	<b>E N R O U T E M E N T</b>		<b>BREAKFAST</b>		
8:00 AM	8:10 AM		<b>OPENING CEREMONY</b>  <i>Pambansang Awit</i> <i>Doxology</i> <i>Quality Policy</i> <i>House Rules</i>	<b>MANAGEMENT OF LEARNING (MOL)</b>  <b>NTLO-SECRETARIAT</b>		
8:10 AM	8:20 AM					
8:20 AM	8:30 AM			<i>Energizer &amp; Checking of Attendance</i>		
8:30 AM	8:40 AM			<i>Welcome Remarks</i>		
8:40 AM	8:50 AM			<b>SALUSTIANO T. JIMENEZ</b> <i>Regional Director</i>  <i>Direction Setting</i>		
8:50 AM	9:00 AM			<i>Inspirational Message</i>  <b>HON. SONNY M. ANGARA</b> <i>Secretary, Department of Education</i>	<i>New Government Procurement Act or Republic Act (RA) No. 12099</i>  <b>PROCUREMENT STRAND</b> <i>Representative</i>	<b>D E P A R T M E N T</b>
9:00 AM	9:10 AM			<i>Official Declaration of the Event</i>		
9:10 AM	9:20 AM			<b>ATTY. ZENITH J. EUROPA</b> <i>Director IV, Legal Service</i>		
9:20 AM	9:30 AM			<i>Health Break/Photo Ops</i>		
9:30 AM	9:40 AM					
9:40 AM	9:50 AM					
9:50 AM	10:00 AM					
10:00 AM	10:10 AM				<i>Health Break</i>	
10:10 AM	10:20 AM			<i>DepEd Order (DO) No. 002, s. 2024 &amp; DO No. 005, S. 2024</i>		
10:20 AM	10:30 AM					
10:30 AM	10:40 AM					
10:40 AM	10:50 AM			<b>HUMAN RESOURCE DEVELOPMENT DIVISION (HRDD)</b> <i>Representative</i>	<i>DepEd Order (DO) 067, s. 2024</i>  <b>PROCUREMENT STRAND</b> <i>Representative</i>	
10:50 AM	11:00 AM					
11:00 AM	11:10 AM					
11:10 AM	11:20 AM					
11:20 AM	11:30 AM					
11:30 AM	11:40 AM					
11:40 AM	11:50 AM					
11:50 AM	12:00 PM					
12:00 PM	1:00 PM		<b>LUNCH</b>			
1:00 PM	1:10 PM		<i>Energizer/Management of Learning</i>	<i>Energizer/Management of Learning</i>		
1:10 PM	1:20 PM					
1:20 PM	1:30 PM					
1:30 PM	1:40 PM		<i>Implementing Rules and Regulations of Executive Order No. 174, s. 2022 re "Establishing the Expanded Career Progression System for Public School Teachers"</i>	<i>Proposed Revisions of DepEd Order (DO) No. 30, s. 2006</i>	<b>H O M E  S W E E T  H O M E</b>	
1:40 PM	1:50 PM		<b>BUREAU OF HUMAN RESOURCES AND ORGANIZATIONAL DEVELOPMENT (BHROD)</b> <i>Representative</i>	<b>ATTY. CORNELIO A. PACALA</b> <i>Chief, Investigation Division</i>		
1:50 PM	2:00 PM					
2:00 PM	2:10 PM					
2:10 PM	2:20 PM					
2:20 PM	2:30 PM					
2:30 PM	2:40 PM					
2:40 PM	2:50 PM	<b>A R R I V A L  R E G I S T R A T I O N  A N D  D I S T R I B U T I O N  O F  T R A I N I N G  K I T</b>	<i>Health Break</i>			
2:50 PM	3:00 PM					
3:00 PM	3:10 PM					
3:10 PM	3:20 PM					
3:20 PM	3:30 PM					
3:30 PM	3:40 PM					
3:40 PM	3:50 PM					
3:50 PM	4:00 PM					
4:00 PM	4:10 PM					
4:10 PM	4:20 PM					
4:20 PM	4:30 PM					
4:30 PM	4:40 PM					
4:40 PM	4:50 PM					
4:50 PM	5:00 PM					
5:00 PM	6:00 PM			<b>SIESTA</b>		
6:00 PM	8:00 PM			<b>DINNER</b>		