

1443



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

October 22, 2025

REGIONAL MEMORANDUM
No. **1443** s. 2025

INVITATION TO THE 17th NATIONAL CONGRESS AND SEMINAR-WORKSHOP OF THE DEPARTMENT OF EDUCATION – NATIONAL EMPLOYEES’ UNION

- To:
- Schools Division Superintendents
 - NEU Regional Executive Officers
 - NEU Division Chapter – Baybay City Division
 - NEU Division Chapter – Biliran Division
 - NEU Division Chapter – Borongan City Division
 - NEU Division Chapter – Calbayog City Division
 - NEU Division Chapter – Catbalogan City Division
 - NEU Division Chapter – Eastern Samar Division
 - NEU Division Chapter – Leyte Division
 - NEU Division Chapter – Maasin City Division
 - NEU Division Chapter – Northern Samar Division
 - NEU Division Chapter – Ormoc City Division
 - NEU Division Chapter – Samar Division
 - NEU Division Chapter – Southern Leyte Division
 - NEU Division Chapter – Tacloban City Division
 - NEU Division Chapter – Regional Office
 - All Non-Teaching Personnel

1. This is in connection with the attached DM-OUHROD-2025-2894, s2025 dated October 17, 2025, signed by **Usec Fatima Lipp D. Panontongan, Undersecretary and Chief of Staff**, and **Usec Wilfredo E. Cabral, BHROD**, re **Conduct of the 17th National Congress and Seminar-Workshop of the Department of Education – National Employees Union** with the theme: **“Makamit ang Pangarap: Sama-sama tungo sa Dekalidad na Edukasyon”** on **November 26-28, 2025** (exclusive of travel time) at the **Crown Legacy Hotel, Kisad Road, Baguio City**.
2. The Congress and Seminar-Workshop aims to:
 - a. Provide participants with an in-depth overview of DepEd’s thrusts, priorities, and policies;
 - b. Enhance awareness among DepEd NEU Officers and Members of their role in improving the teaching-learning process;
 - c. Capacitate the DepEd NEU Chapters to develop, propose, and implement projects and activities that support DepEd’s thrusts and priorities, and
 - d. Address and resolve issues and concerns of DepEd non-teaching rank-and-file personnel by providing a platform to engage in collaborative problem-solving and knowledge sharing and facilitating discussions on best practices and innovative solutions to cultivate a culture of continuous improvement and professional growth among DepEd NEU members.
3. DepEd-NEU members and interested DepEd employees and officials may opt to attend the said activity on **Official Business** provided that their participation shall be subject to the following conditions:



Address: Government Center, Candahug, Palo, Leyte
Telephone No.: (053) 832-5738
Email Address: region8@deped.gov.ph
Website: region8.deped.gov.ph



- a. Compliance with the applicable provisions of DepEd Order No. 046, s2022 titled the Amendment to DepEd Order No. 43, s2022 (Omnibus Travel Guidelines for All Personnel of the Department of Education) and other appropriate orders and guidelines on travel
- b. Secure approval from respective authorities
- c. Participation shall not interfere with regular functions and responsibilities, and
- d. Use of DepEd funds strictly adheres to the usual budgeting, accounting, and auditing rules and regulations.

*Pursuant to Article IV, Sections 3.1.a; 3.2., and 3.3.a of the 2021 CNA between the DepEd Management and the DepEd NEU, all Regional, Division, and Central Office Chapter Officers of the DepEd NEU **are required** to attend the Congress.*

4. Confirmation of attendance shall be made at the DepEd NEU Facebook Page through this link: <https://forms.gle/ENvue8sGJpZtAQiu9>
5. Meanwhile, since there was no Visayas Cluster conducted during the year, Region VIII Eastern Visayas is recommended to have at least 500 participants in the Congress to include those that should have been participants to the Visayas Cluster (if held) and for the upcoming National Congress, to wit:

Division	Proposed No. of Pax (includes the Division NEU Officers)
NEU Division Chapter – Baybay City Division	25
NEU Division Chapter – Biliran Division	50
NEU Division Chapter – Borongan City Division	25
NEU Division Chapter – Calbayog City Division	25
NEU Division Chapter – Catbalogan City Division	25
NEU Division Chapter – Eastern Samar Division	50
NEU Division Chapter – Leyte Division	70
NEU Division Chapter – Maasin City Division	25
NEU Division Chapter – Northern Samar Division	50
NEU Division Chapter – Ormoc City Division	25
NEU Division Chapter - Samar Division	50
NEU Division Chapter – Southern Leyte Division	50
NEU Division Chapter – Tacloban City Division	25
NEU Division Chapter – Regional Office	5
Total	500

6. Please see attached Annex for the list of authorized participants to the Congress.
7. A registration fee of **Six Thousand Nine Hundred Fifty Pesos (P6,950.00)** shall be charged to each participant to defray expenses that include food, lodging, honoraria of resource persons and facilitators, and other incidental expenses. The registration fee may be paid in cash, check, or LDDAP-ADA to the DepEd-NEU National Account at the Land Bank of the Philippines. The account details are:

- Account Name: **DEPED NATIONAL EMPLOYEES UNION**
 Account No. : **3341-0185-94**

Note: Priority for accommodation at Crown Legacy Hotel will be given to participants who have registered online and paid the registration fees in full.

8. To ensure acknowledgment of payment and issuance of official receipt, copy of the proof of deposit of payments should be sent to gpatrickmoralesdepedneu@gmail.com; proof

of deposit of payment must specify the name(s) of participant(s) with the following details: (region, division, district, school, and gender).

9. The registration fee and travel expenses shall be charged against local funds and other fund sources, subject to the usual accounting and auditing rules and regulations. All participants, including the members of the NBOT, NEO, and the different working committees are considered participants and are required to pay the registration fee. Members of the NBOT, NEO, and the different working committees are authorized to travel two (2) days prior to the start of the activity for the necessary preparations. Registration for the event shall begin immediately upon issuance of this Memorandum and shall close on November 24, 2025.
10. Participants are required to arrive and register in the morning of Day 1 (November 26, 2025). The first meal to be served shall be lunch on Day 1 while the last meal shall be lunch on Day 3 (November 28, 2025).
11. For more information, please contact Mr. Efren Ll. Alcera, DepEd NEU Secretary-General, through email at depedneusecretarygeneral@gmail.com or at mobile number 0905-206-8602.
12. Immediate dissemination of and compliance with this Memorandum are desired.



RONELO AL K. FIRMO, CESO IV
Assistant Regional Director
Officer-in-charge
Office of the Regional Director

Enclosures: Memorandum DM-OUHROD-2024-1971
NEU CO Advisory

References: None

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

ASSEMBLY NON-TEACHING RANK-AND-FILE UNION

NEU RO8