



Republic of the Philippines

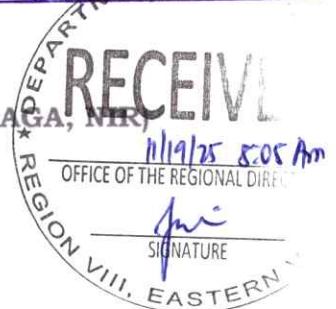
Department of Education

OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

DEPARTMENT OF EDUCATION	
RECEIVED	
RECORDS SECTION REGIONAL OFFICE NO. VIII	
DATE:	11-18-25
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MEMORANDUM
DM-OULS-2025-163

TO : Regional Directors (I, II, VIII, IX, X, XI, XII, CARAGA, NCR)
Concerned Schools Division Superintendents
Concerned HRDD Chiefs/NEAP R Focal Persons
Concerned CLMD Chiefs
All Others Concerned



FROM : **JANIR T. DATUKAN**
Assistant Secretary
Officer-in-Charge
Office of the Undersecretary for Learning Systems

NOV 14 2025

SUBJECT : **CONDUCT OF NEAP AND KHAN ACADEMY PHILIPPINES
TEACHER CHAMPIONS FELLOWSHIP PROGRAM - BATCH 2
AND DOWNLOADING OF FUNDS FOR THE TRAVEL EXPENSES
AND BOARD AND LODGING OF PARTICIPANTS FOR THE
PURPOSE**

DATE : 13 November 2025

1. In line with the Department's continuing efforts to expand teachers' access to continuous, targeted, and high-quality professional development opportunities, the National Educators Academy of the Philippines (NEAP), in partnership with Khan Academy Philippines, Inc., shall implement the **Teacher Champions Fellowship Program - Batch 2** on **20-23 November 2025** at Southview Hotel, National Highway, Lamberto Macias Rd. Dumaguete City, Negros Island Region.
2. This professional development program is designed to capacitate teachers and school leaders in the effective integration of the Khan Academy platform in classroom instruction and assessment. The training aims to strengthen learners' foundational mathematical skills through personalized, mastery-based, and impactful learning experiences.
3. In support of this, NEAP Central Office shall download **HRTD 2024-Continuing Funds** amounting to **One Million Six Hundred Six Thousand Pesos (PhP 1,606,000.00)** to the Regional Offices (ROs) to cover the travel expenses and board and lodging of the participants for the following activity:

020 02012
11-17-25

Activity	Date (inclusive of travel time)	Venue
NEAP AND KHAN ACADEMY PHILIPPINES TEACHER CHAMPIONS FELLOWSHIP PROGRAM- BATCH 2	November 20-23, 2025	Southview Hotel, Dumaguete City, Negros Island Region

4. The participants' transportation expenses shall be downloaded to their respective Regions, and the board and lodging shall be charged against HRTD 2024 – Continuing Funds while other incidental expenses shall be charged against 2024 Continuing Funds/Local Funds, subject to the usual accounting and auditing rules and regulations.
5. Upon receipt of the Sub-Allotment Release Order, the RO HRDD Chiefs/NEAP R Focal Persons shall do the following:
 - a. Coordinate with the Budget/Planning Officer for the proper updating in the Program Management Information System (PMIS) reflecting the amount of fund received;
 - b. Encode the corresponding activity and its purpose in the PMIS;
 - c. Facilitate the further downloading of funds for the participants from the Schools Division Offices (SDOs) under their respective jurisdictions; and
 - d. Submit a copy of the final list of participants to the SDOs for their reference in processing the travel expenses of their participants.
6. The ROs are advised to immediately process the payment/reimbursement of travel expenses of the participants. The participants are expected to submit all travel documentary requirements to facilitate proper liquidation, in accordance with existing budgeting, accounting, and auditing rules and regulations.
7. To ensure proper monitoring of fund utilization, the ROs are required to submit their respective Fund Utilization Reports to the NEAP – Quality Assurance Division through the link <https://tinyurl.com/KHANFURb2> within 40 working days after the completion of the last activity.
8. The savings generated after the processing of travel expenses of the participants for the abovementioned activities may be used for other reimbursements of travel expenses related to other activities conducted by NEAP Central Office. On the other hand, should there be any shortage of funds, it is requested that the amount to cover the deficit be charged against local funds subject to the usual accounting and auditing rules and regulations.
9. The funds to be downloaded shall be distributed to the ROs based on the Allocation List (**Enclosure 1**) provided.
10. The List of Participants is provided in **Enclosure 2**. The participants are advised to register and confirm their attendance through the link <https://tinyurl.com/TCFPb2> on or before November 17, 2025.
11. The Teacher Champions Fellowship Program is **not open for sign-ups and is exclusively for teacher-participants from partner public schools** who have been

selected on their exemplary and consistent use of Khan Academy platform from June to September 2025.

12. Participants are reminded to bring their own laptops, chargers, extension cords, and reliable sources of internet connectivity (e.g., mobile data, pocket Wi-Fi, etc.) to ensure full participation in all training sessions.

13. Participants are advised to **check in at 2:00 p.m. on 20 November 2025** and **check out at 12:00 p.m. on 23 November 2025**. The meal schedule is as follows:

Meals	November 20	November 21	November 22	November 23
Breakfast	Travel Time	✓	✓	✓
AM Snacks		✓	✓	✓
Lunch		✓	✓	✓
PM Snacks	✓	✓	✓	Travel Time
Dinner	✓	✓	✓	

14. Teaching personnel who will attend the activities shall be entitled to vacation service credits pursuant to DepEd Order No. 009, s. 2025 "Amendment to DepEd Order no. 009 s. 2024 (Implementing Guidelines on the School Calendar and Activities for the School Year 2024-2025)."

15. Should there be further concerns/questions, please coordinate with **Rogelio III O. Dian**, Education Program Specialist II of NEAP Quality Assurance Division, through email at neap.qad@deped.gov.ph or landline at (02) 8633-7207.

16. For immediate dissemination and appropriate action.

Enclosures:

Enclosure 1: Allocation List per Regional Office and Breakdown of Expenses

Enclosure 2: List of Participants

Copy furnished:

OFFICE OF THE SECRETARY

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

OFFICE OF THE ASSISTANT SECRETARY FOR EXTERNAL PARTNERSHIPS SERVICE



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Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 1

ALLOCATION LIST PER REGIONAL OFFICE AND BREAKDOWN OF EXPENSES

Region	TEV of participants	Board and lodging of participants	Estimated Total Amount for Downloading
Region I	PhP100,000.00	0	PhP100,000.00
Region II	40,000.00	0	40,000.00
Region VIII	150,000.00	0	150,000.00
Region IX	150,000.00	0	150,000.00
Region X	150,000.00	0	150,000.00
Region XI	150,000.00	0	150,000.00
Region XII	150,000.00	0	150,000.00
CARAGA	150,000.00	0	150,000.00
SDO-Dumaguete (NIR)	4,000.00	534,000.00	566,000.00
ESTIMATED TOTAL AMOUNT FOR DOWNLOADING			1,606,000.00



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Enclosure 2

LIST OF PARTICIPANTS

NO.	REGION	SDO	SCHOOL NAME	PARTICIPANT
1	CARAGA	Surigao Del Norte	Surigao Del Norte National High School	Susan Gulfo
2	CARAGA	Bayugan City	Bayugan West Ces	Ruel C. Dolorito
3	CARAGA	Agusan Del Sur	Agusan Del Sur National High School	Geneva Talagon
4	CARAGA	Surigao Del Norte	Surigao Del Norte National High School	Roxanne Mongato
5	CARAGA	Agusan Del Sur	Agusan Del Sur National High School	Glory Jane Codilla
6	CARAGA	Surigao Del Norte	Surigao Del Norte National High School	Joysie Sabejon
7	CARAGA	Agusan Del Sur	Agusan Del Sur National High School	Teacher Arlene
8	CARAGA	Surigao City	Caraga Regional Science High School	Alwin Ga
9	CARAGA	Surigao Del Sur	Barobo National High School	Sharaae Hermosada
10	CARAGA	Surigao City	Surigao City National High School	Reynaldo Ocon
11	NIR	Dumaguete City	West City Elementary School	Glenamarie Moreno
12	NIR	Dumaguete City	West City Elementary School	Lorlene Arboleda
13	NIR	Negros Occidental	E. B. Magalona Es	Jastin Egonia
14	NIR	Negros Occidental	E. B. Magalona Es	Joven Gayopale
15	NIR	Bais City	Javier Laxina I Memorial Hs	Catherine Rodriguez
16	NIR	Dumaguete City	Dumaguete City National High School	Zenaida Gapuz
17	NIR	Victorias City	Victorias National High School	Benjie Erasmo
18	NIR	Negros Oriental	Cabugan Elementary School	Rizan Babor
19	REGION I	La Union	Luna National High School	Teacher Jo
20	REGION I	Ilocos Sur	Narvacan National Central High School	Efren Cabotage
21	REGION I	Pangasinan li, Binalonan	Laoac Nhs	Jerome Caoile
22	REGION I	Candon City	Candon South Central School	Jonard Galibut



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23	REGION I	Pangasinan li, Binalonan	Mangaldan Central School	Marita De Guzman
24	REGION II	Quirino	Saguday Nhs	Girwin G. Sebastian
25	REGION II	Santiago City	Rizal National High School	Napoleon Picio
26	REGION IX	Zamboanga Del Norte	Tampilisan National High School	Claire Quinte
27	REGION IX	Pagadian City	Zamboanga Del Sur Nhs	Glenda Juan
28	REGION IX	Zamboanga City	Zamboanga Nhs West	Jhuncarlo Adsuaara
29	REGION IX	Zamboanga Del Norte	Jose Hamoy Es	Gedelyn Bagatua
30	REGION IX	Zamboanga Del Sur	Tambulig Nhs	Arveljean Balungcas
31	REGION IX	Zamboanga Sibugay	Ditay National High School	Merna Vargas
32	REGION IX	Zamboanga Del Sur	Aurora Reg'l Pilot School Regular	Mariamargarita Mingo
33	REGION IX	Zamboanga Del Sur	Tambulig Nhs	Elyn Ollamina
34	REGION IX	Zamboanga Del Norte	Jose Hamoy Es	Estelita Tipanero
35	REGION IX	Zamboanga City	Baliwasan Cs	Meriam Alih
336	REGION VIII	Ormoc City	Valencia National High School	Kevin Tolorio
37	REGION VIII	Southern Leyte	Hinunangan National High School	Richelle Bulingit
38	REGION VIII	Southern Leyte	San Juan National High School	Natividad Mahilum
39	REGION VIII	Catbalogan City	Guinsorongan Nhs	Ma Charmaine Joyce Roluna
40	REGION VIII	Southern Leyte	San Juan National High School	Genaros Cervantes
41	REGION VIII	Catbalogan City	Guinsorongan Nhs	Mirasol Manicani
42	REGION VIII	Leyte	Palompon National High School	Jenny Sampitan
43	REGION VIII	Ormoc City	Dolores National High School	Melben Cuevas
44	REGION VIII	Ormoc City	Valencia National High School	Aivemae Panta
45	REGION VIII	Tacloban City	Leyte National High School	Aures Socorro
46	REGION X	Misamis Occidental	Jimenez Central School	Cecile Dano Vente
47	REGION X	Malaybalay	Malaybalay City National	Melanie L. Madecastro



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		City	Science Hs	
48	REGION X	Iligan City	Tambo Central School	Odyssa Pusod
49	REGION X	Misamis Occidental	Tudela Central School	Jonifer Sarabia
50	REGION X	Iligan City	Sgt. Miguel Canoy Mcs	Reynold Barinque
51	REGION X	Lanao Del Norte	Liangnan Nhs	Lovelyanne Ajoc
52	REGION X	Misamis Oriental	Naawan Cs	Karen Ilogon
53	REGION X	Iligan City	Sgt. Miguel Canoy Mcs	Camillerose Cajos
54	REGION X	Misamis Occidental	Looc National High School	Ann J. Robiato
55	REGION X	Malaybalay City	Malaybalay City National Science Hs	Melmark Rondaris
56	REGION XI	Davao De Oro	Laak Nhs	Anna Marie A. Lazarte
57	REGION XI	Davao De Oro	Compostela Nhs	Haidee Amistoso
58	REGION XI	Davao De Oro	Compostela Nhs	Cheney Morre
59	REGION XI	Davao De Oro	Nabunturan Nchs	Jovelyn Ewayan
60	REGION XI	Davao De Oro	Laak Nhs	Wendelie Torrejos
61	REGION XI	Davao De Oro	Nabunturan Nchs	Erwina C. Urgel
62	REGION XI	Digos City	Digos City Nhs (Davao Del Sur Nhs)	Jaime Crispino
63	REGION XI	Davao City	Carlos P. Garcia Senior High School	Carlo Quito
64	REGION XI	Davao City	Carlos P. Garcia Senior High School	Hildalyn Gamba
65	REGION XI	Tagum City	Tagum City National High School	Monica Panes
66	REGION XII	North Cotabato	Bual Elementary School	Marlone Acera
67	REGION XII	North Cotabato	Villarica High School	Reynelsa Ebreo
68	REGION XII	North Cotabato	Villarica High School	Yvette Hibaya
69	REGION XII	North Cotabato	Palacat High School	Joren Caunan
70	REGION XII	Koronadal City	Koronadal Nchs	Mark Jester Juanitez
71	REGION XII	North Cotabato	Bual Elementary School	Regine Pagdato
72	REGION XII	North Cotabato	Pigcawayan National High School	Gloria Estalilla



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73	REGION XII	Sarangani	Alabel National Science High School	Jojet Cordero
74	REGION XII	Koronadal City	Concepcion Nhs	Arizjade Balajadia
75	REGION XII	North Cotabato	Tulunang Nhs	Kenneth Mondrial