



Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**SCHOOLS DIVISION OF ABRA**

RELEASED  
29 JUL 2024  
DEPED-ABRA TIME 9:47

29 July 2024

DIVISION MEMORANDUM  
No. 323 s. 2024

**CONDUCT OF THE DIVISION WEBINAR ORGANIZED BY THE DEPARTMENT OF  
EDUCATION NATIONAL EMPLOYEES UNION ABRA CHAPTER**

To: Assistant Schools Division Superintendent  
Chief, School Governance and Operations Division  
All Public Elementary and Secondary School Heads  
All Non-Teaching Personnel  
All Others Concerned

1. The Department of Education National Employees Union Abra Chapter, in collaboration with the School Governance and Operations Division – School Management Monitoring and Evaluation (SMME) Section, will conduct a webinar titled *"Enhancing Governance and Innovation: A DepEd NEU and SDO Abra Webinar for Non-Teaching Personnel"* on August 2, 2024, from 9:00 AM to 5:00 PM via Google Meet.
2. This activity aims to:
  - a. Provide relevant and up-to-date information on the DepEd NEU Constitution and By-Laws (CBL).
  - b. Enhance understanding and implementation of the DepEd 2021 Collective Negotiation Agreement (CNA).
  - c. Improve proficiency in the application of the DepEd Manual of Style (DMOS).
  - d. Promote and guide the implementation of innovative practices within the education sector.
  - e. Foster a collaborative and supportive network among non-teaching personnel across the division through shared knowledge and practices.
3. Participation in this event is free of charge. A Certificate of Participation will be awarded to attendees who complete the 8-hour webinar.
4. Non-teaching personnel may opt to attend the said activity, provided that their participation does not affect their office operations.
5. Attendance of participants shall be considered on **Official Business**.
8. For information and guidance of all concerned.

  
**AMADOR D. GARCIA, PhD CESO VI**  
Schools Division Superintendent

Enc./s: Program Design and Technical Working Group



Address: Actividad-Economia St. Zone 2 (Consiliman), Bangued, Abra  
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*"Sustain Integrity, Lead, and Nurture Abrenios for Greater Accomplishment."*



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Reference: DepEd and NEU Joint Memo No. 006 s. 2022;  
 LBL/DCC-SGOD-SHNU

**Annex A. PROGRAM DESIGN**

Time	Activity	In-Charge
9:00 – 9:10	National Anthem	AVP
9:10 – 9:15	Invocation	AVP
9:15 – 9:25	Roll Call of Participating Districts	MARLOWE R. GALLARDO <i>Registrar I, SGOD Chapter Auditor</i>
9:25 – 9:35	Welcome Remarks	EDLAINE B. CASTILLO <i>PDO I (YF) NEU Chapter Vice President</i>
9:35 – 9:45	Inspirational Message	AMADOR D. GARCIA, PhD CESO VI <i>Schools Division Superintendent</i>
9:45 – 10:00	Rationale and Objectives	LORNA B. LLANEZA, EDD <i>SEPS – SMME, SGOD Chapter President</i>
10:00 – 11:00	<b>Plenary 1:</b> Salient Features of 2021 Collective Negotiation Agreement	JOEY A. GUZMAN <i>AO II, Sinapangan ES Chapter Press Relation Officer</i>
11:00 – 12:00	<b>Plenary 2:</b> Salient Features of NEU Constitution and By-Laws	DARREN C. CARINO <i>Nurse II, SGOD Chapter Secretary</i>
12:00 – 1:00	Lunch Break	
1:00 – 2:00	<b>Plenary 3:</b> DepEd Manual of Style (DMOS)	RONALD T. MARQUEZ, PhD <i>Chief ES, SGOD</i>
2:00 – 3:00	<b>Plenary 3:</b> DepEd SDO Abra Guidelines on Innovation	RYN WALTER A. PAA <i>EPS II – SMME, SGOD</i>
3:00 – 4:00	Open Forum	
4:00 – 4:30	Wrap Up and Reflection	PACITA T. MOLINA <i>ADAS III, OSDS Chapter Project Officer</i>
4:30 – 5:00	Closing Remarks	ELMER V. BATONDO <i>AO V (Budget) Chapter Treasurer</i>

Master of Ceremony

JAM RALLY B. BALLESTA  
 AO II, Bangued West CS  
 Chapter Project Officer



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**Annex B. TECHNICAL WORKING GROUP**

LORNA B. LLANEZA, EdD  
*Chairman*

DARREN C. CARIÑO  
*Co-Chairman*

EDLAINE B. CASTILLO  
ELMER V. BATONDO  
MARLOWE R. GALLARDO  
JOEY A. GUZMAN  
PACIRTA T. MOLINA  
JAM RALLY B. BALLESTA  
*Members*



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