Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF DAGUPAN CITY

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Office of the Schools Division Superintendent

09 November 2026

DIVISION MEMORANDUM
No. 656, s. 2026

SUBMISSION OF WORK APPLICATION PLAN FOR THE CAPACITY BUILDING ON BECOMING A SCHOOL HEAD

To: Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Public Schools District Supervisors
All others concerned

1. In reference to Regional Memorandum no. 1484, s. 2026 titled "Submission of Work Application Plan for the Capacity Building on Becoming a School Head", the National Educators Academy of the Philippines Region 1 (NEAP R1) announces the submission of the participants' approved Work Application Plans on or before **November 23, 2026**.

2. Participants identified through Division Memorandum no. 384, s. 2026 and Division Advisory no. 037, s. 2026 are reminded to submit their WAPs to their respective Schools Division Offices (SDOs) for review by the SGOD Chief and CID Chief, or their designated representatives prior, before submission to the Schools Division Superintendent (SDS) for approval.

3. Attached is the regional memorandum for further details.

4. For technical assistance, please coordinate with the SGOD-HRDS SEPS Irish Solis through email at irish.solis@deped.gov.ph or EPS II Gilliane Casaclang through email at gillianejessa.sable001@deped.gov.ph.

5. Immediate dissemination of this Memorandum is desired.

MARCIANO U. SORIANO JR. PhD, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent