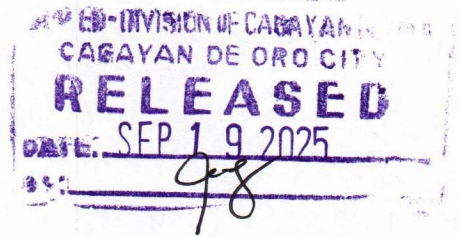




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

18 Sept 2025

DIVISION MEMORANDUM

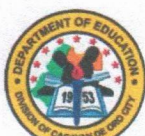
No. 824 s.2025

**INVITATION TO THE AI WORKSHOP SERIES IN CELEBRATION OF THE
NATIONAL TEACHERS' MONTH 2025**

TO: Assistant Schools Division Superintendent
Public Schools District Supervisors
Concerned School Heads
Concerned School ICT Coordinators
All Others Concerned

1. In line with the celebration of the National Teachers' Month (NTM), the Schools Division of Cagayan de Oro, in partnership with PLDT and Smart Communications, Inc., will conduct an **AI Workshop** on **September 27, 2025 (Saturday), from 8:00 a.m. to 12:00 nn at the Division Function Hall**. The workshop focuses on the responsible use of AI, guiding teachers on how to maximize available productivity tools. The goal is to help teachers streamline tasks and manage their time more effectively.
2. Participants in this workshop shall be **45 School ICT Coordinators** from the selected Public Elementary and Secondary Schools and *5 from the Division Office ICT Team*.

Division Office	17)Macasandig ES	34) CDONHS – JHS
1) Mark Edward Olango	18)Kauswagan CS	35) CDONHS – SHS
2) Jessie Ivan Gaspar	19)Lumbia CS	36) Camaman-an NHS
3) Nida Mandawe	20) Dansolihon ES	37) Macasandig NHS
4) Christian Daohog	21) West CCS	38) Bonbon NHS
5) Anthony Serojales	22) FW Masterson ES	39) Kauswagan NHS
Elementary	23) Bulua CS	40) Lumbia NHS
6) Corrales ES	24) Canitoan ES	41)Mambuaya NHS
7) East CCS	25) Iponan ES	42) Bayanga NHS
8) Cugman ES	Secondary	43) Tignapoloan NHS
9) Gusa ES	26) Gusa RSHS	44) Carmen NHS
10) Bugo CS	27) Lapasan NHS	45) Carmen Science HS
11) Puerto ES	28) East Gusa NHS	46) Balulang NHS
12) Tablon ES	29) Agusan NHS	47) Bulua NHS
13) North CCS	30) Balubal NHS	48) Canitoan NHS
14) Consolacion ES	31) Puerto NHS	49) Iponan NHS
15) South CCS	32) Angeles Sisters NHS	50) PN Roa Sr. NHS
16)Camaman-an ES	33) Puntod NHS	



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Telephone: (088) 855-0044, (088) 855-0047, (088) 328-2142
Email Address: cagayandeoro.city@deped.gov.ph
Website: <https://depedcdo.net/>

Doc. Ref. Code		Rev	
Effectivity		Page	



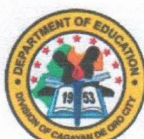
Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent

3. Participants are entitled to *Service Credits or Compensatory Time-Off (CTO)* in accordance with existing policies and guidelines.
4. In adherence to Equal Opportunity Policy (EOP), inclusive and fair treatment is accorded to all participants regardless of age, gender and sexual orientation, disability, religion, and ethnicity.
5. Wide dissemination of this Memorandum is enjoined.

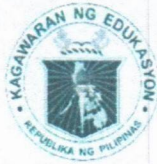
ROY ANGELO E. GAZO
Schools Division Superintendent

DM-074-SGOD-SMN-AMSF/ PLDT Smart AI Workshop
September 18, 2025



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Telephone: (088) 855-0044, (088) 855-0047, (088) 328-2142
Email Address: cagayandeoro.city@depd.gov.ph
Website: <https://depdcdo.net/>

Doc. Ref. Code		Rev	
Effectivity		Page	



Republic of the Philippines
Department of Education
EXTERNAL PARTNERSHIPS SERVICE

CO-EPS No. 09-409, 2025

MEMORANDUM

TO : **RONNIE S. MALLARI**
Regional Director, DepEd Region III

: **SALUSTIANO T. JIMENEZ**
Regional Director, DepEd Region VII

: **ARTURO B. BAYOCOT**
Regional Director, DepEd Region X

: **ALLAN G. FARNAZO**
Regional Director, DepEd Region XI

ATTENTION : **RONALDO A. POZON**
Schools Division Superintendent, SDO Nueva Ecija

: **NIMFA D. BONGCO**
Schools Division Superintendent, SDO Cebu City

: **ROY ANGELO E. GAZO**
Schools Division Superintendent, SDO Cagayan de Oro City

: **REYNANTE A. SOLITARIO**
Schools Division Superintendent, SDO Davao City

FROM : **GRACIELA E. MENDOZA**
Director IV *Graciela E. Mendoza*

SUBJECT : **INVITATION TO THE AI WORKSHOP SERIES IN CELEBRATION OF
THE NATIONAL TEACHERS' MONTH 2025**

DATE : September 15, 2025

This is in reference to the official communication from ~~Ms.~~ Mary Jane Francisco, Stakeholder Engagement Executive, Public Engagement Group, PLDT and Smart on the upcoming AI Workshop Series on **September 27, 2025, 9:00 AM to 11:30 AM.**

BACKGROUND

In celebration of National Teachers' Month, PLDT and Smart, as leading technology companies in the Philippines, are committed to empowering our educators. A key part of this is the commitment of PLDT and Smart is their ongoing AI Workshop series, which has successfully trained teachers from DepEd Manila and DepEd Muntinlupa.

The workshop focuses on the responsible use of AI, guiding teachers on how to maximize available productivity tools. The goal is to help teachers streamline tasks and manage their time more effectively.

In line with the commitment to educators and with Secretary Angara's 5-point reform agenda PLDT and Smart will be conducting a new AI Workshop series on the following divisions:

REGION/DIVISION	NO. OF PARTICIPANTS	WORKSHOP MODALITY
Region III/SDO Nueva Ecija	50	In-person/Online
Region VII/SDO Cebu City	50	In-person/Online
Region X/SDO Cagayan de Oro City	50	In-person/Online
Region XI/SDO Davao City	50	In-person/Online

The workshop will be an in-person workshops simultaneously on September 27, 2025. For a broader interaction, there will be an online engagement among three divisions during the sessions. Workshop participants from each division will be gathered in one venue and SDO Nueva Ecija will be the online host region. Participants are required to bring their laptops during the workshop.

In this regard, we respectfully request your kind assistance in disseminating information to the above-mentioned divisions to attend and participate on the PLDT-Smart AI Workshop Series on **September 27, 2025, 9:00 AM to 11:30 AM.**

Travel expenses (local transportation), meals and other incidental expenses shall be charged from your local funds subject to accounting and auditing rules and regulations.

For further coordination regarding this matter, your staff may contact the External Partnerships Service at telephone numbers 8637-6462/63 or via electronic mail address at external.partnerships@deped.gov.ph and cc jaymee.carreon@deped.gov.ph.

Thank you very much.

Attachment:

1. Letter from PLDT Smart



Sept 9, 2025

Graciela E. Mendoza
Director IV
External Partnerships Service
Department of Education

Dear Director Ciela,

Greetings!

In celebration of **National Teachers' Month**, PLDT and Smart, as leading technology companies in the Philippines, are committed to empowering our educators. A key part of this commitment is our ongoing **AI Workshop series**, which has successfully trained teachers from DepEd Manila and DepEd Muntinlupa.

These workshops focus on the **responsible use of AI**, guiding teachers on how to maximize available productivity tools. Our goal is to help them streamline tasks and manage their time more effectively, allowing them to focus on what matters most: their students.

In line with this commitment to educators and Secretary Angara's 5-point reform agenda, we would like to formally request your support for a new series of AI Workshops as part of our National Teachers' Month celebration.

We hope you will endorse our initiative to the following divisions, where we aim to engage their teachers:

- DepEd Nueva Ecija Province
- DepEd Cebu City
- DepEd CDO City
- DepEd Davao City

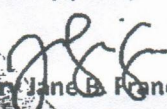
We propose to hold these in-person workshops simultaneously on **September 27, from 9:00 AM to 11:30 AM**. To facilitate a broader interaction, we will arrange an online engagement among the three divisions during the sessions.

Our request for endorsement includes having the respective DepEd divisions invite the teachers and provide suitable venues for the activities. Your support would be invaluable in equipping our teachers with the skills necessary to navigate the new era of education.

We appreciate your consideration of our request and are available to discuss the details further at your earliest convenience. Your office may also reach me at 0918-3372052 or at mbfrancisco@smart.com.ph.

Thank you, and we look forward to partnering with you on this endeavor.

Sincerely yours,


Mary Jane B. Francisco
Stakeholder Engagement Executive
Public Engagement Group

