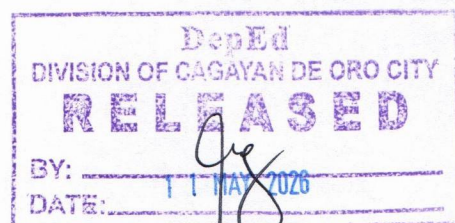




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

11 May 2026

DIVISION MEMORANDUM

No. 436 s.2026

CONDUCT OF COPILOT C.H.A.T. (CONTINUOUS HELP AND ASSISTANCE FOR TEACHERS): A TRAINING WORKSHOP ON AI-DRIVEN SUPPORT SYSTEM FOR FUTURE-READY TEACHERS

To All: Assistant School Division Superintendent
Chiefs, Education Program Supervisors (SGOD & CID)
Education Program Supervisors & Public Schools District Supervisors
Elementary & Secondary School Heads & Teachers
This Division

1. Attached is Memorandum DM-OULS-2026-156 dated April 22, 2026, issued by Assistant Secretary Carmela C. Oracion OIC- Office of Undersecretary for Learning Systems, regarding the conduct of Copilot C.H.A.T. (Continuous Help and Assistance for Teachers): A Training Workshop on AI-Driven Support Systems for Future-Ready Teachers, which will be held on May 30 and June 3-4, 2026 via Microsoft Teams.
2. This Office directs immediate and wide dissemination of this Memorandum.

ROY ANGELO E. GAZO
Schools Division Superintendent

Encl.: As stated
Reference: N o n e
To be indicated in the Perpetual Index
under the following subjects:

CONDUCT OF COPILOT C.H.A.T.

DM-18-SGOD-HRDS-DMSA/COPILOT C.H.A.T.
May 11, 2026



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/>

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Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

MEMORANDUM
DM-OULS-2026-156

TO : **Minister, Ministry of Basic, Higher, and Technical Education, BARMM**
Regional Directors
Schools Division Superintendents
School Heads
All Others Concerned

FROM : *Carmela Oracion*
CARMELA C. ORACION
Assistant Secretary
Officer-In-Charge
Office of the Undersecretary for Learning Systems

SUBJECT : **CONDUCT OF COPILOT C.H.A.T. (CONTINUOUS HELP AND ASSISTANCE FOR TEACHERS): A TRAINING WORKSHOP ON AI-DRIVEN SUPPORT SYSTEMS FOR FUTURE-READY TEACHERS**

DATE : **22 April 2026**

In support of the Department of Education's continuing efforts to strengthen teacher productivity, innovation, and digital competence, the National Educators Academy of the Philippines (NEAP), in collaboration with Microsoft and its partners—Trainocate Philippines and YEAPS Corporation—will implement the **Copilot C.H.A.T. (Continuous Help and Assistance for Teachers): A Training Workshop on AI-Driven Support Systems for Future-Ready Teachers** on **May 30, June 3, and June 4, 2026** via **Microsoft Teams**.

In connection to this, the program will capacitate participants to:

1. Describe the core functions and capabilities of Copilot Chat while demonstrating ethical, responsible, and privacy-conscious practices in its application within educational settings,
2. Apply Copilot Chat to support teaching, assessment creation, and school administration by integrating the tool into standard instructional and operational workflows, and
3. Leverage the value of Copilot Chat to strengthen professional practice and enhance overall teacher productivity.

Designed to train 100,000 participants, the training **is open to all teachers and school leaders**. All interested participants must access the **Program Landing Page**

through <https://projectteachneap.my.canva.site/copilotlandingpage> which covers the following:

- Registration Form
- DepEd Learning Management System
- Microsoft Teams Meeting/Townhall Link, and
- Other Updates and Announcements

For further guidance, please see enclosed annexes for the Training Matrix and List of Facilitators.

Should you require more information, please contact National Educators Academy of the Philippines – Professional Development Division (NEAP-PDD) via email at neap.pdd@deped.gov.ph or through the landline no. (02) 8715-9919.

Thank you.

CR



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NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 1

PROGRAM OF ACTIVITIES

**Copilot C.H.A.T: A Training Workshop on AI-Driven Support Systems for
Future-Ready Teachers**
May 30, June 02, June 04, 2026

Time	Session
May 30, 2026	
8:00 am - 12:00 pm	Flight Mission 1: Foundations of Copilot Flight Mission 2: Admin & Compliance Flight Mission 3: Lesson Planning & Instructions Flight Mission 4: Assessments, Rubrics, Exams, Quizzes Flight Mission 5: Professional Growth
June 02, 2026	
8:00 am - 11:00 am	Guided Workshop on Admin & Compliance
01:00 pm - 4:00 pm	Guided Workshop on Lesson Planning & Instructions
June 04, 2026	
8:00 am - 11:00 am	Guided Workshop on Assessments, Rubrics, Exams, Quizzes
01:00 pm - 4:00 pm	Guided Workshop on Professional Growth



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Enclosure 2

LIST OF PROGRAM FACILITATORS

**Copilot C.H.A.T: A Training Workshop on AI-Driven Support Systems for
Future-Ready Teachers**

May 30, June 02, June 04, 2026

Class	Facilitator
1	Anjannette Marie B. Magno Virna Liza B. De Ocampo
2	Ruby Ann Gali Leo M. Atienza
3	Zander Christopher Mercado Ryhan R. Katigbak
4	Jovic L. Gernal Gina Rosita Dimailig
5	Mark Roland N. Abello Alexander Simagala
6	Jeremie Cobarrubias- Gallardo Joy S. Magalona
7	Marife T. Morcilla Millie Jane T. Fudolig
8	Marvin Villafuerte Rizza Pereyra
9	Billy Rei Pagba Hanifa Hadji Abas



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ADVISORY
April 30, 2026

Grant of Service Credits to the participants of COPILOT-C.H.A.T. (Continuous Help and Assistance for Teachers): A Training Workshop on AI-Driven Support Systems for Future-Ready Teachers

In reference to **Memorandum DM-OULS-2026-156** entitled Conduct of COPILOT-C.H.A.T. (Continuous Help and Assistance for Teachers): A Training Workshop on AI-Driven Support Systems for Future-Ready Teachers (dated April 22, 2026), the National Educators Academy of the Philippines (NEAP) announces Grant of Service Credits.

“To ensure seamless participation of to our professional development program, **Pursuant to DepEd Order No. 013, s. 2024**, teachers whose attendance in these officially authorized activities falls on class suspensions/cancellations, weekends, holidays, or during the vacation period **shall be entitled to vacation service credits**, subject to existing rules and regulations.”

For further details and clarifications, please contact National Educators Academy of the Philippines – Professional Development Division (NEAP-PDD) via email at neap.pdd@deped.gov.ph or through the landline no. (02) 8715-9919.

For information, guidance and compliance.

Ana Kristelle Garcia-Ortiz
ANA KRISTELLE GARCIA-ORTIZ

Director III

National Educators Academy of the Philippines



Address: 1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City
Telephone Nos.: 86337102/86874146
Email Address: ouct@deped.gov.ph
Website: <https://www.deped.gov.ph>

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