



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE - CARAGA
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REGIONAL MEMORANDUM

No. 1007, s. 2026

To: Schools Division Superintendents
Homeroom and Career Guidance Program Focal
All Others Concerned

ADDENDUM TO REGIONAL MEMORANDUM NO. 0731, S. 2026 RE: CONDUCT OF
THE KAAGAPAY PROGRAM HOMEROOM AND GUIDANCE WORKSHOP

1. In reference to Regional Memorandum No. 0731, s. 2026 titled "*Conduct of the Kaagapay Program Homeroom and Guidance Workshop*," this Office issues this Addendum to provide specific guidelines regarding the conduct of the Regional Training of Trainers (TOT) for the Roll-Out of the Kaagapay Program, including training details, participant allocations, registration fees, and fund sources.

2. The following are the details on the Regional Training of Trainers (TOT)

- a. **Date of Conduct:** October 12–13, 2026 (2 Days, 8:00 a.m. – 5:00 p.m. daily)
- b. **Venue:** Nickel Hall, DepEd Caraga Regional Office, J.P. Rosales Avenue, Butuan City
- c. **Target Participants and Attendance Breakdown:**

Designation	No. of Pax
Federated PTA Presidents	1 per SDO
SGC Representatives	1 per SDO
Presidents of Elementary or Secondary School Heads	1 per SDO
Federated SSLG Presidents and Advisers	1 President + 1 Adviser per SDO
Learner Rights and Protection Focal Persons	2 per SDO
Regional Technical Working Group	4 personnel

3. The following shall supplement the financial provisions of the aforementioned Regional Memorandum:

- a. **Registration Fee:** One Thousand Six Hundred Pesos (P1,600.00) per participant shall be collected to cover meals, venue usage, training materials, and activity packages.
- b. **Source of Funds:** Charged against the downloaded Program Support Funds (PSF) for the Kaagapay Program (Homeroom and Guidance



Workshops) under Continuing Appropriations (OSEC-13-25-05958), using the corresponding Sub-ARO allocations below:

Schools Division Office	Sub-ARO Number
Agusan del Norte	RO-13-26-00790
Agusan del Sur	RO-13-26-00791
Bayugan City	RO-13-26-00792
Bislig City	RO-13-26-00793
Butuan City	RO-13-26-00794
Cabadbaran City	RO-13-26-00795
Dinagat Islands	RO-13-26-00796
Siargao	RO-13-26-00797
Surigao City	RO-13-26-00798
Surigao del Norte	RO-13-26-00799
Surigaon del Sur	RO-13-26-00800
Tandag City	RO-13-26-00801

4. All other provisions and guidelines stated in RM 0731, s. 2026 not inconsistent with this Memorandum remain in full force and effect.

5. Immediate and wide dissemination of this Memorandum is desired.

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Gabriel
Date:
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ALLAN G. FARNAZO
Director IV

GPMVA/ESSD/RM- Addendum to Regional Memorandum No. 0731, s. 2026
15692/September 21, 2026

