



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF SARANGANI

08 Jul 2026

DIVISION MEMORANDUM

CID-2026-107

**PRE-WORK OF THE PROGRAM MANAGEMENT TEAM ON THE DELIVERY
OF ALABEL DISTRICT 3 IN-SERVICE TRAINING FOR TEACHERS**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisor
Public Elementary and Secondary School Heads
All other concerned

1. Relative to Division Memorandum SGOD-2026-116, titled "Downloading of Funds to the District for the Conduct of In-Service Training for Teachers," Alabel District 3 shall conduct a Pre-work Activity for the Program Management Team on July 14, 2026, from 1:00 PM to 5:00 PM at the Alabel National High School, Alabel, Sarangani Province.
2. This activity aims to achieve the following objectives:
 - a. Enhance the competencies of the program managers;
 - b. Discuss the standards and procedures in the delivery of training under program management;
 - c. Identify different management tools for accomplishing various reports;
 - d. Ensure strict compliance with the timeline for submitting reports; and
 - e. Finalize the matrix of topics to be delivered during the In-Service Training (INSET).
3. All School Learning Action Cell (SLAC) Coordinators of Alabel District 3 are strictly required to attend this pre-work activity.
4. For inquiries, contact Glenda L. Elem, , Public Schools District Supervisor at 09268801852.
5. For the information and guidance of all concerned.

RUTH L. ESTACIO PhD, CESO V
Schools Division Superintendent

Encl.: N o n e





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Reference: As stated
To be indicated in the Perpetual Index
under the following subjects:

PROGRAMS

Judith B. Alba/CID/MLA – pre-work of the program management team on the delivery
of alabel district 3 in-service training for teachers
0460/July 8, 2026

