

Division Advisory No. **007**, s. 2025
April 28, 2025

In compliance with DepEd Order (DO) No. 8, s. 2013,
this advisory is issued not for endorsement per DO 28, s. 2001
but only for the information of DepEd officials,
personnel/staff, as well as the concerned public.
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RATIFICATION OF THE 2025 COLLECTIVE NEGOTIATION AGREEMENT (CNA) OF THE NATIONAL EMPLOYEES' UNION (NEU) AND SUBMISSION OF REQUIRED DOCUMENTS

Pursuant to the communication from the National Employees' Union (NEU) regarding the ratification and registration of the 2025 Collective Negotiation Agreement (CNA), all NEU members and rank-and-file non-teaching personnel in the Schools Division Office of Sarangani are hereby informed of the conduct of the division-wide CNA ratification and the submission of the required supporting documents for registration with the Civil Service Commission (CSC).

The ratification aims to secure the approval of the majority of rank-and-file employees and facilitate the registration of the signed 2025 CNA in accordance with CSC requirements. All NEU members are encouraged to participate actively in the ratification process and ensure the completeness and accuracy of the required information and signatures.

All concerned personnel are directed to accomplish the ratification forms and affix their signatures in the designated membership list on or before 26 October 2026. The completed documents shall be submitted to the National Employees' Union Schools Division of Sarangani Chapter through the Division Chapter President for consolidation and onward submission to the Regional Chapter.

The following schedule shall be observed:

Activity	Schedule
CNA Ratification Period	October 14-23, 2026
Deadline for Submission of Ratification Documents	October 26, 2026
Filing of CNA Registration with the CSC	November 3, 2026

The Division Chapter President shall oversee the conduct of the ratification, ensure the completeness of all documentary requirements, coordinate with the Human Resource Management Officer (HRMO) for the issuance of the necessary certification, and facilitate the submission of both electronic and hard copies to the appropriate NEU officials.

Immediate dissemination of and compliance with this Memorandum are directed.

For inquiries, contact:

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Social Mobilization and Networking Section
NEU – SDO Sarangani Division Chapter President
Department of Education – Schools Division Office
Capitol Compound, Maribulan, Alabel, Sarangani Province
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Encl.: as stated

Ref.: As stated

RLM/SGOD-SMNS/DA – ratification of the 2025 collective negotiation agreement (cna) of the national employees' union (neu) and submission of required documents
0848/October 21, 2026





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NATIONAL EXECUTIVE COMMITTEE

ATTY. DOMINGO B. ALIDON
National President
EFREN LL. ALCERA
Secretary General
EDWARD BONN F. MANUEL
Deputy Secretary General, Operations
DEOGACIA S. B. GENITO, JR.
Deputy Secretary General, Membership
ATTY. JOSE MARIO M. MACARILAY
Deputy Secretary General - Luzon
ATTY. ALBERTO L. VERDILLO
Deputy Secretary General - Visayas
ENGR. ALIM J. MAGUINDANAO
Deputy Secretary General - Mindanao
GENE PATRICK G. MORALE
National Treasurer
FIDEL E. BALOSAGCOL
National Public Relations Officer
ATTY. JOSE B. GUIBONE
National Auditor
VACANT
Project Manager

NATIONAL BOARD OF TRUSTEES

JOHNNY G. BALAWAG
Chairman

MEMBERS

DOMINGA N. LIM
Region I Chapter President
ATTY. JOSE MARIO M. MACARILAY
Region II Chapter President
EDWARD BONN F. MANUEL
Region III Chapter President
CARLO S. J. SANCHEZ
Region IV-A Chapter President
ISABELITA A. SAMPAYAN
Region IV-B Chapter President
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Region V Chapter President
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ATTY. JANELLE S. DOGAO
CAR Chapter President
JOHNNY G. BALAWAG
Chapter President
ATTY. DOMINGO B. ALIDON
Central Office Chapter President
ATTY. JANELLE S. DOGAO
Board Secretary

ATTY. PATRICK M. VELEZ
Legal Counsel

AS PART OF THE CSC PROCESS FOR THE
REGISTRATION OF OUR SIGNED 2025 CNA WITH
THE MANAGEMENT

Steps for CNA Ratification and Registration

1. Ratification & Documentation: Secure approval from a majority (50% plus one) of rank-and-file employees, and have officials certify the supporting documents under oath.

2. Filing with the CSC: Submit four notarized copies of the agreement and required proofs to the appropriate CSC Regional Office within ninety (90) calendar days of signing.

THUS, ALL REGIONAL/DIVISION CHAPTER PRESIDENTS ARE ENJOINED TO FOLLOW STRICTLY AND IMPLEMENT THE PROCEDURE LAY OUT.

MABUHAY ANG DEPED-NEU!

(Originally Signed)

ATTY. DOMINGO B. ALIDON
NATIONAL PRESIDENT

