



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

DEPARTMENT OF EDUCATION
DIVISION OF SARANGANI
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DIVISION MEMORANDUM

SGOD-2026-286

CHANGES AND ADDITIONAL INFORMATION TO DIVISION MEMORANDUM NO.
SGOD-2026-116: DOWNLOADING OF FUNDS FOR THE CONDUCT
OF IN-SERVICE TRAINING FOR TEACHERS

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. In reference to Division Memorandum SGOD-2026-116 titled Downloading of Funds to the District for the Conduct of In-Service Training for Teachers (INSET), the provision pertaining to the allocation of funds per district will be changed as follows:

- a. Allocation of Funds
 - i. The HRDS shall facilitate the allocation of funds to the districts to cover a total of 2,000 teachers.
 - ii. The allocation per district shall be determined proportionately based on the number of teachers in each district relative to the total number of teachers across the 23 districts to ensure an equitable distribution.
 - iii. The corresponding allocation of teachers and funds per district is provided in the attached enclosure.
 - iv. In order to accommodate all teachers in the district, the budget allocation for the teachers who are not included/identified for the HRDS fund, shall be charged to the school MOOE.
- b. Intended Use of Funds
 - i. The downloaded funds shall be used exclusively for the provision of meals to the identified participants during the two-day INSET activity, at a maximum allocation of Six Hundred Pesos (₱600.00) per participant per day, or One Thousand Two Hundred Pesos (₱1,200.00) per participant for the two-day activity.
 - ii. The target date of all District INSET will be on December 10-11, 2026.
- c. Downloading of Funds
 - i. The allocated funds for each district shall be downloaded by the HRDS to the identified host school designated by the PSDS/PIC.
 - ii. The identified host school shall submit the Learning and Development (L&D) Design covering the amount allocated for their respective district. The L&D design shall include the





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attachments of List of Participants (allocation of pax per district), Activity Matrix and District Certificate of Quality Assurance to be submitted to the HRDS on or before October 19, 2026.

- iii. The host school shall be responsible for the proper utilization and accountability of the downloaded funds in accordance with the intended purpose and existing DepEd budgeting, procurement, accounting, and auditing rules and regulations.

2. All other provisions of Division Memorandum No. SGOD-2026-116 not inconsistent with this Corrigendum shall remain in full force and effect.

3. For inquiries, contact Rehanee P. Sambuto and Madina P. Loguioman at hrd.sarangani@deped.gov.ph

4. For information, guidance and appropriate action.

Digitally signed by
Frinal Nelyn Botes
Adobe Acrobat version:
2023.008.20470

ATTY. NELYN B. FRINAL, CESO VI
Schools Division Superintendent

Encl.: As stated

Reference: As stated

To be indicated in the Perpetual Index
under the following subjects:

PROFESSIONAL DEVELOPMENT PROGRAM

MDL/RPS/SGOD-HRDS/DM – updated participants to the regional training on advancing learning continuity through the dynamic learning program batch 4
0796/September 18, 2026



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Allocation of Teachers and Funds per District

No.	District	No. of Teachers	Fund Allocation (₱1,200/Participant)
1	Alabel 1	85	102,000.00
2	Alabel 2	76	91,200.00
3	Alabel 3	102	122,400.00
4	Alabel 4	68	81,600.00
5	Glan 1	151	181,200.00
6	Glan 2	67	80,400.00
7	Glan 3	63	75,600.00
8	Glan 4	129	154,800.00
9	Kiamba 1	87	104,400.00
10	Kiamba 2	49	58,800.00
11	Kiamba 3	78	93,600.00
12	Maasim 1	82	98,400.00
13	Maasim 2	88	105,600.00
14	Maasim 3	61	73,200.00
15	Maitum 1	78	93,600.00
16	Maitum 2	100	120,000.00
17	Malapatan 1	72	86,400.00
18	Malapatan 2	69	82,800.00
19	Malapatan 3	95	114,000.00
20	Malungon 1	85	102,000.00
21	Malungon 2	98	117,600.00
22	Malungon 3	111	133,200.00
23	Malungon 4	106	127,200.00
	TOTAL	2000	2,400,000.00

