



Republic of the Philippines
Department of Education
REGION I



REGIONAL MEMORANDUM

No. 1194, s. 2024

NATIONAL TRAINING FOR LEGAL OFFICERS (NTLO)

To: Schools Division Superintendents
Regional Office Lawyer/Legal Officer
Schools Division Office (SDO) Legal Officer/Legal Designate

1. The Department of Education (DepEd) Central Office, Legal and Legislative Affairs Strand will be conducting the National Training for Legal Officers at the DepEd Ecotech Center, Lahug, Cebu City on November 6-9, 2024, inclusive of travel time.
2. For SDOs without a Lawyer Plantilla position, the SDO Legal Designates are hereby instructed to secure a Certification signed by the Schools Division Superintendent as proof that they are the authorized representative of the SDO legal office.
3. Attached hereto is a copy of Memorandum OULLA-2024-1329 issued by the Office of the Undersecretary for Legal and Legislative Affairs, for information and strict compliance.

TOLENTINO G. AQUINO
Director IV *for*

Reference: None
To be indicated in the Perpetual Index
under the following subject:

Sites

ORD-LU/RMW/gsl/NTLO
September 23, 2024



DepEd RO1



Documan 8

LEGAL 240887



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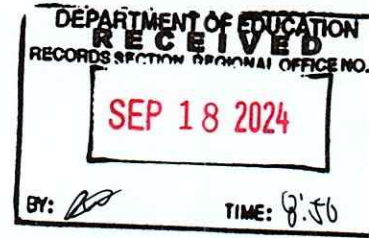




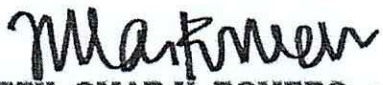
Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR LEGAL AND LEGISLATIVE AFFAIRS

MEMORANDUM
OULLA-2024-1329



TO : REGIONAL DIRECTORS
ASSISTANT REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENT
ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
DEPED CENTRAL OFFICE – LEGAL SERVICE
ALL OTHERS CONCERNED

FROM : 
ATTY. OMAR V. ROMERO
Undersecretary for Legal and Legislative Affairs



SUBJECT : NATIONAL TRAINING FOR LEGAL OFFICERS (NTLO) AT THE
DEPARTMENT OF EDUCATION (DEPED) ECOTECH CENTER,
LAHUG, CEBU CITY ON NOVEMBER 6-9, 2024

DATE : SEP 12 2024

The DepEd Central Office, Legal and Legislative Affairs Strand will be conducting the **National Training for Legal Officers (NTLO)** at the **DepEd Ecotech Center, Lahug, Cebu City on November 6-9, 2024**, inclusive of travel time.

This training-seminar aims to enhance the knowledge and skills of legal officers in addressing legal matters and implementing relevant laws and DepEd policies, particularly in the areas of procurement, child rights, teacher protection, and dispute resolution.

Target participants:

- Central Office (CO) – CO Officials and selected Legal and Legislative Affairs Strand Lawyers and Staff
- Regional Offices (RO) – Two (2) Lawyer/Legal Officer Representative per region
- Division Offices (DO) – One (1) Legal Officer per division

Expenses:

- **Food¹ and accommodation expenses** of the participants and resource persons shall be charged against line item: *Legal Service and Development of Education-Related Laws and Rules*.
- **Travel expenses** of the CO, RO, and DO participants shall be charged against their respective local funds.

¹ First Meal (November 6, 2024): PM Snacks; Last Meal (November 09, 2024): AM Snacks



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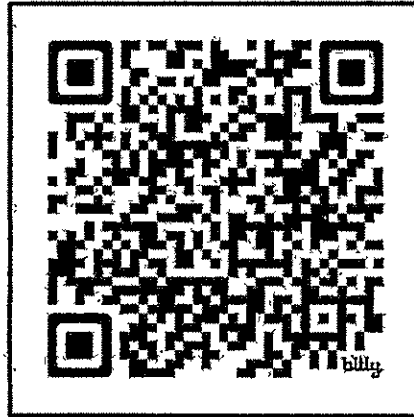
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Effectivity	09.01.23	Page	1 of 2



Certificate No. PHP

Registration:

Interested participants are required to complete the online pre-registration by accessing the QR code or using the link below:



<https://bit.ly/NTLO OnlineRegistration>

All interested participants shall complete the online registration **on or before Monday, September 30, 2024**. Kindly take note that the number of participants per region and division is limited to the allotted number of slots, and only registered participants will be admitted to the training. **Registered participants must ensure their attendance or assign an alternate representative in case of unavailability.**

Contacts for Queries:

For questions or clarifications, please coordinate with **Ms. Marianne O. Cruzin** or **Ms. Jonalyn K. Ngadao** of the Investigation Division through email address at legalaaffairs.training@deped.gov.ph or mobile numbers 0916 581 0927 or 0926 056 6012.

Further announcements and advisories will be communicated through email. We look forward to your active participation in this important event.

Thank you.

NATIONAL TRAINING FOR LEGAL OFFICER

November 6-9, 2024

Program of Activities

Time		November 6, 2024 Day 0 (Wednesday)	November 7, 2024 Day 1 (Thursday)	November 8, 2024 Day 2 (Friday)	November 9, 2024 Day 3 (Saturday)	
6:00 AM	8:00 AM	E N R O U T I M E N T	BREAKFAST		D E P A R T M E N T	
8:00 AM	8:10 AM		OPENING CEREMONY Pamantasan Avail Doxology Quality Policy House Rules	MANAGEMENT OF LEARNING (MOL) NTLO-SECRETARIAT		
8:10 AM	8:20 AM			Energizer & Checking of Attendance		New Government Procurement Act or Republic Act (RA) No. 12009 PROCUREMENT STRAND Representative
8:20 AM	8:30 AM			Welcome Remarks SALUSTIANO T. JIMÉNEZ Regional Director		
8:30 AM	8:40 AM		Direction Setting ATTY. OMAR V. ROMERO Undersecretary for Legal and Legislative Affairs			
8:40 AM	8:50 AM		Inspirational Message HON. SONNY M. ANGARA Secretary, Department of Education			
8:50 AM	9:00 AM		Official Declaration of the Event ATTY. ZENITH J. BUOPA Director IV, Legal Service			
9:00 AM	9:10 AM		Health Break/Photo Ops			
9:10 AM	9:20 AM		DepEd Order (DO) No. 002, s. 2024 & DO No. 005, S. 2024 HUMAN RESOURCE DEVELOPMENT DIVISION (HRDD) Representative	Health Break		
9:20 AM	9:30 AM			DepEd Order (DO) 004, s. 2024 PROCUREMENT STRAND Representative		
9:30 AM	9:40 AM					
9:40 AM	9:50 AM					
9:50 AM	10:00 AM					
10:00 AM	10:10 AM					
10:10 AM	10:20 AM					
10:20 AM	10:30 AM					
10:30 AM	10:40 AM					
10:40 AM	10:50 AM					
10:50 AM	11:00 AM					
11:00 AM	11:10 AM		ARRIVAL, REGISTRATION, AND DISTRIBUTION OF TRAINING KIT	LUNCH		
11:10 AM	11:20 AM	Energizer/Management of Learning		Energizer/Management of Learning		
11:20 AM	11:30 AM	Implementing Rules and Regulations of Executive Order No. 174, s. 2022 re: "Establishing the Expanded Career Progression System for Public School Teachers"		Proposed Revisions of DepEd Order (DO) No. 49, s. 2006		
11:30 AM	11:40 AM	BUREAU OF HUMAN RESOURCES AND ORGANIZATIONAL DEVELOPMENT (BHROD) Representative		ATTY. CORNELIO A. PACALA Chief, Investigation Division		
11:40 AM	11:50 AM	Health Break		Health Break		
11:50 AM	12:00 PM	Introduction to Alternative Dispute Resolution (ADR)		Closing Ceremony		
12:00 PM	1:00 PM	OFFICE OF THE ALTERNATIVE DISPUTE RESOLUTION (OADR) Representative		Awarding of Certificates Closing Remarks		
1:00 PM	1:10 PM			Health Break	ATTY. RODEL JAMES R. PULMA Chief, Legal Division	
1:10 PM	1:20 PM			H O M E S W E E T H O M E		
1:20 PM	1:30 PM					
1:30 PM	1:40 PM					
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2:40 PM	2:50 PM					
2:50 PM	3:00 PM	SIESTA				
3:00 PM	3:10 PM	DINNER				
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4:20 PM	4:30 PM					
4:30 PM	4:40 PM					
4:40 PM	4:50 PM					
4:50 PM	5:00 PM					
5:00 PM	6:00 PM					
6:00 PM	8:00 PM					