Republic of the Philippines
Department of Education
REGION I

DEPARTMENT OF EDUCATION
RECORDS SECTION, REGIONAL OFFICE NO. 1
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REGIONAL MEMORANDUM
No. 1569 s. 2026

NOV 25 2026

EXTENSION OF THE DEADLINE FOR THE SUBMISSION OF WORK APPLICATION PLAN FOR THE CAPACITY BUILDING ON BECOMING A SCHOOL HEAD

To: Schools Division Superintendents

1. In reference to Regional Memorandum No. 1484, s. 2026, titled "Submission of Work Application Plan for the Capacity Building on Becoming a School Head," dated November 9, 2026, the National Educators Academy of the Philippines Region 1 (NEAP R1) hereby announces the extension of the deadline for the submission of the approved Work Application Plan (WAP) to **January 16, 2027**.

2. The extension is intended to provide participants with additional time to refine and finalize their WAP to ensure quality application projects.

3. The SGOD-HRDS SEPS/EPS II, shall be responsible for monitoring the submission of participants' Workplace Application Plans (WAPs), maintaining updated records of submissions, and ensuring that the WAP Tracker, accessible through the official link (https://tinyurl.com/WAP-R1Tracker-BASH), is updated accordingly.

4. All other provisions of Regional Memorandum No. 1484, s. 2026 are still in effect.

5. For queries and other concerns, please contact NEAP R1 through (072) 682-23-21 or email at neap.region1@deped.gov.ph.

6. Immediate dissemination of this Memorandum is desired.

ESTELA P. LEON-CARIÑO EdD, CESO III
Director IV/Regional Director

Reference: None
Encl: None
To be indicated in the Perpetual Index
Under the following subjects:

TRAINING PROGRAMS

NEAP R1/DCB/kmmb/RM_ExtensionWAP-BASH
November 25, 2026

DepEd RO1 Documan
CLMD262105