



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF ANGELES CITY



22 June 2026

DIVISION MEMORANDUM

No. **249**, s. 2026

**CONDUCT OF THE ASSERT MEETING FOR THE SCHOOLS DIVISION
OFFICE OF ANGELES CITY**

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

1. Pursuant to the 1st Endorsement Letter from the Office of the Regional Director, Region III, regarding the communication from the ASSERT President, this Office announces the conduct of the ASSERT Meeting for the Schools Division Office of Angeles City on **June 26, 2026**, at the **Conference Hall of Angeles City National Trade School**.

2. The meeting shall be conducted in **two schedules** to ensure that instructional time is not disrupted, as follows:

Morning Session: 8:00 A.M. – 12:00 Noon

Afternoon Session: 1:00 P.M. – 4:00 P.M.

3. The activity aims to:

a. Provide updates on Union programs, activities, and urgent tasks for its leaders and members;

b. Facilitate the creation and strengthening of leadership and Union structures based on the actual status and needs of the divisions and districts;

c. Ratification of the Union's Constitution and By-Laws (CBL); and

d. Gather issues, concerns, and problems from the ground that require attention and appropriate action of the Union.


4. Participation in this activity shall be limited to three (3) **Faculty Officer representatives from each big school and one (1) Faculty Officer representative from each small school, preferably Union members**. The participation of participants shall be subject to the discretion of the School Head, ensuring that **learner contact time is preserved** and that **no class disruptions** result from their participation. Attendance shall not, in any way, compromise the delivery of basic education services.



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5. To ensure uninterrupted delivery of instruction, participants shall attend only one session, as follows:
 - a. Participants with **teaching assignments in the morning** shall attend the **afternoon session**; and
 - b. Participants with **teaching assignments in the afternoon** shall attend the **morning session**.
6. Participation in this activity shall be on **official time** only.
7. School Heads are enjoined to make the necessary arrangements to ensure that **learner contact time is preserved** and that **no class disruptions** will result from participation in this activity. Attendance shall not, in any way, compromise the delivery of basic education services.
7. Wide dissemination of this Memorandum is desired.

for.


ENGR. EDGARD C. DOMINGO PhD, CESO V
Schools Division Superintendent *EDC*

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

MEETINGS

OFFICERS

UNION

SGOD/CES/June 22, 2026