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

16 Oct 2026

DIVISION MEMORANDUM
No. 401, s. 2026

SUBMISSION OF WORK APPLICATION PROJECTS (WAPs) FOR COMPETENCY 101: FOUNDATIONAL AND PROFESSIONAL LEADERSHIP AND MANAGEMENT TRAINING FOR BEGINNING SCHOOL HEADS

To: Assistant Schools Division Superintendent
Chiefs of Divisions
All Public Elementary and Secondary School Heads
Others Concerned

1. The Schools Division Office of Angeles City hereby disseminates **Regional Memorandum No. 390, s. 2026**, regarding the submission of Work Application Projects (WAPs) for Competency 101: Foundational and Professional Leadership and Management Training for Beginning School Heads.

2. All concerned participants are hereby directed to carefully review and comply with the guidelines, documentary requirements, and prescribed deadlines for the submission of WAPs, as stipulated in the attached **Regional Memorandum No. 390, s. 2026**.

3. Immediate and wide dissemination of this Memorandum and strict compliance with its provisions are hereby enjoined.

[redacted]
Digitally signed by Edgard C. Domingo
Date: 2026.10.19 07:45:36 +08'00'

Engr. EDGARD C. DOMINGO PhD, CESO V
Schools Division Superintendent

Reference: Regional Memorandum No. 390, s. 2026

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

SCHOOL HEADS
WORK APPLICATION PLANS (WAP)

AGG/SEPS/October 16, 2026

HRDD

Republic of the Philippines
Department of Education
REGION III-CENTRAL LUZON

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REGIONAL MEMORANDUM
No. 390, s. 2026

SUBMISSION OF WORK APPLICATION PROJECTS (WAPs) FOR THE COMPETENCY 101: FOUNDATIONAL AND PROFESSIONAL LEADERSHIP AND MANAGEMENT TRAINING FOR BEGINNING SCHOOL HEADS

To : Schools Division Superintendents

1. Relative to Regional Memorandum No. 256, s. 2026, titled, *"Competency 101: Foundational and Professional Leadership and Management Training for Beginning School Heads"*, this Office announces the submission of the Work Application Projects (WAPs) by the participants, following the schedule below:

Batch	Schedule of Training	Expected Month of Online WAP Submission
2	August 18 – 20, 2026	November 2026
3	August 25 – 27, 2026	November 2026
4	September 7 – 9, 2026	December 2026
1	September 28-30, 2026	December 2026

2. The submission link and WAP template were discussed during the training. The completed WAPs shall bear the following signatures:

Prepared by:	Participant
Reviewed by:	Immediate Supervisor of the Participant
Recommending Approval:	Assistant Schools Division Superintendent
Approved by:	Schools Division Superintendent

3. The completed WAPs shall serve as documentation of the participants' application of the knowledge and skills gained from the training and may be used as supporting documents for relevant learning and development and other official purposes, subject to applicable policies and guidelines.

4. Immediate dissemination of this Memorandum is earnestly desired.

TOLENTINO G. AQUINO
Regional Director

HRDD1/hrdd4
October 11, 2026

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