Republic of the Philippines
# Department of Education
REGION VI – WESTERN VISAYAS
**SCHOOLS DIVISION OF AKLAN**

30 October 2026

**DIVISION MEMORANDUM**
No. 667, s. 2026

**CAPACITY-BUILDING TRAINING ON PROGRAM PaG-UBAY**
**(PARENTS AND GUARDIANS UPHOLDING BAYANIHAN TO ASSIST THE YOUNG)**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors / Districts In-Charge
Concerned School Heads, Kindergarten Teachers and Program Implementers
All Others Concerned

1. The Schools Division of Aklan shall conduct a two-day Capacity-Building Training on Program PaG-UBAY (Parents and Guardians Upholding Bayanihan to Assist the Young) on 4–5 November 2026 at the LGU Nabas Conference Room, Nabas, Aklan.

2. The training aims to strengthen participants' competencies in program implementation, volunteer roles and boundaries, classroom support, child protection, safeguarding, privacy, and reporting and documentation procedures.

3. Participants shall include the Division Technical Working Group (TWG) and the following representatives from each district: District Supervisors, District Federated PTA Presidents, District PaG-UBAY Coordinators, and School Heads of Central Schools.

4. Meals for District Federated PTA Presidents are not covered by the DepEd activity budget. Each PTA delegate shall therefore contribute ₱1,200.00, payable upon registration, exclusively for meals during the two-day training.

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5. The Schools Governance and Operations Division (SGOD), in coordination with the Curriculum Implementation Division (CID) and concerned implementers, shall oversee the activity and provide technical assistance.

6. Attached is the Training Matrix.

7. Immediate and wide dissemination of this Memorandum is desired.

8. For strict compliance.

**FELICIANO C. BUENAFE, JR., CESO V**
Schools Division Superintendent

Enclosure: Training Matrix
Reference: SDO Aklan ImPlan 2026; Regional Memorandum No. 1153, s. 2025

| 2026 Division PaG -UBAY Capability -Building Training<br>November 4-5, 2026 | | | |
|---|---|---|---|
| | **Time** | **Activity** | **In-Charge** |
| Day 1 | 8:00 -8:30 am | Arrival and Registration | PMT |
| | 8:30-9:00 am | | |
| | 9:00- 10:15 am | **Opening Program** | Allan Carlo Soriano |
| | 10:15- 10:30 am | HEALTH BREAK | |
| | 10:30-12:00 pm | **Session 1:** *Rationale, Scope, Definition of Terms, Policy Statement* | Ar. Mar Bien Gregory G. Parel |
| | 12:00- 1:00 pm | LUNCH BREAK | |
| | 1:00- 2:45 pm | **Session 2**: *Objectives, Conceptual Framework, Engagement Process, Code of Conduct for PaG-UBAY Volunteers* | Sajid Pelayo |
| | 2:45- 3:00 pm | HEALTH BREAK | |
| | 3:00- 4:00 pm | **Session 3.** *Monitoring, Evaluation, and Recognition, Special Provision, Effectivity* | Axl Morales |
| | **Recap, Reminders, and End of Day Evaluation** | | PMT |
| **Day 2** | 8:00 -8:30 am | MOL | |
| | 8:30-9:45 am | **Session 4**: Crafting and Presentation of PaG-UBAY Monitoring Tools and Evaluation | June Patricio |
| | 9:45-10:00 | HEALTH BREAK | |
| | 10:00- 12:00pm | **Session 5**: PaG-UBAY in ACTION: *From Policy to Practice- The Nabas District Implementation Journey and School Based Benchmarking of Best Practices* | PSDS Jessie Flores |
| | 12:00- 1:00 pm | **LUNCH BREAK** | |
| | 1:00- 3:00 pm | **Session 5**: PaG-UBAY in ACTION: *From Policy to Practice- The Nabas District Implementation Journey and School Based Benchmarking of Best Practices* **(Continuation)** | PSDS Jessie Flores |
| | 3:00- 3:15 pm | **HEALTH BREAK** | |
| | 3:15- 4:00 pm | Closing Program | Allan Carlo Soriano |
| | | End of Day Evaluation | PMT |