



Republic of the Philippines
Department of Education
Region II – Cagayan Valley
SCHOOLS DIVISION OF NUEVA VIZCAYA

UNNUMBERED MEMORANDUM

TO: Assistant Schools Division Superintendent
Chief, School Governance & Operations Division
OIC - Chief, Curriculum Implementation Division
Education Program Supervisors
Public Schools District Supervisors/ District In-Charge
Elementary and Secondary School Heads
All others concerned

FROM: 
ORLANDO E. MANUEL PhD, CESO V
Schools Division Superintendent
08-2026-559

DATE: August 18, 2026

SUBJECT: **ORIENTATION OF THE LEARNING SYSTEM REFORM POLICIES AND
TEACHER WORKLOAD POLICIES**



1. In line with the Department of Education's continuing commitment to strengthen the delivery of quality, accessible, inclusive, and learner-centered basic education, an **Orientation on Learning System Reform Policies and Teacher Workload Policies** shall be conducted on August 27-28, 2026 at **SDO Conference Hall, Bayombong, Nueva Vizcaya**.
2. The orientation aims to provide participants with a common understanding of the policies, directions, and implementation mechanisms related to learning system reforms and teacher workload management. It will also clarify the roles and responsibilities of school personnel in ensuring effective policy implementation, instructional support, and compliance with existing Department of Education issuances.
3. Specifically, the activity intends to:
 - a. orient participants on the key provisions and implementation directions of relevant learning system reform policies;
 - b. discuss the implications of learning system reforms on curriculum implementation, teaching and learning processes, assessment, learner support, and school management;
 - c. clarify existing policies and guidelines on teacher workload, including teaching and ancillary tasks, working hours, assignments, and related responsibilities;
 - d. identify appropriate strategies for the efficient distribution and management of teacher workload; and
 - e. address issues, concerns, and frequently asked questions regarding the implementation of the policies.



Republic of the Philippines
Department of Education
Region II – Cagayan Valley
SCHOOLS DIVISION OF NUEVA VIZCAYA

4. The participants shall include the following:

Division/Office/District	Expected Participants
OSDS (4)	SDS, ASDS, AOV and AO IV (HRMO)
SGOD (4)	Chief, EPS-SGOD, SMME, Planning Officer III
CID (15)	Chief, Education Program Supervisors Project Development Officer II, Librarian II EPSA-II
District (4 per District)	Public Schools District Supervisor/District In-Charge (1) Elementary School Head (1) Secondary School Head (1) Administrative Officer II

5. Attendance and active participation in the orientation are expected. Participants are advised to bring copies of relevant policy documents, existing workload assignments, and other necessary references for the discussion and workshop sessions.

6. The program of activities shall include an overview of learning system reform policies, discussion of teacher workload policies, presentation of implementation guidelines, and open forum. The concerned personnel are encouraged to actively participate and provide inputs based on their school-level experiences and implementation needs.

7. Day 01 of the activity starts at 1:00 PM, August 27, 2026.

8. Meals and snacks for the conduct of the activity shall be charged against the CMF OSEC-2-26-02778, while travel and other miscellaneous expenses shall be charged against the school local funds/MOOE subject to the usual accounting, auditing rules and regulations.

9. All concerned are hereby enjoined to give this activity their full support and cooperation. For information and appropriate action.