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Department of Education
NATIONAL EMPLOYEES' UNION
3/F Dormitory E Bldg., DepED Complex, Meralco Ave., Pasig City
Email Address: depedneupresident@gmail.com
Telefax: (02) 8636-3549
DOLE-CSC Registration No. 1737
Accreditation No. 862

DEPARTMENT OF EDUCATION
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DIVISION OF NUEVA VIZCAYA

14 October 2026

MEMORANDUM

FOR : **THE BARMM REGIONAL SECRETARY**
UNDERSECRETARIES
ASSISTANT SECRETARIES
REGIONAL/BUREAU/SERVICE DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
CHIEFS OF DIVISIONS

FROM : **ATTY DOMINGO B. ALIDON, J.D.**
National President, DepEd NEU

MEMORANDUM Date: 11/05/26 Released (Records): ke
To: (✓) PSDS/DICs (✓)Elem/Sec School Heads
( ) Private Schools (✓) Others:
For: (✓) Information (✓) Dissemination
(✓) Guidance ( ) Strict Compliance
ORLANDO E. MANUEL PhD., CESO V
Schools Division Superintendent
By: ASDS CID Chief SGOD Chief AO Atty. Signature:

SUBJECT: **18TH NATIONAL CONGRESS AND SEMINAR-WORKSHOP OF THE DEPARTMENT OF EDUCATION – NATIONAL EMPLOYEES' UNION**

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1. Per attached Memorandum OM-OUHRODI-2026-3904 dated 10 October 2026, the DepEd Management has approved the conduct of the Department of Education – National Employees' Union (DepEd-NEU) **18th National Congress and Seminar-Workshop** with the theme: **"One NEU: Empowering Non-Teaching Personnel for Better Public Service"** on **November 25-27, 2026 (exclusive of travel time)** at **Crown Legacy Hotel, Kisad Road, Baguio City**.

2. The congress aims to:

   a. Enhance participants' understanding of current DepEd priorities, policies, and reforms and their implications for non-teaching personnel;
   b. Promote awareness of employee welfare, rights, benefits, responsibilities, and professional accountability;
   c. Strengthen the leadership, organizational, communication, and problem-solving capacities of DepEd-NEU chapters;
   d. Provide a national platform for consultation and exchange of issues, concerns and good practices among chapters;
   e. Develop practical and responsive recommendations to address identified workplace and organizational concerns; and
   f. Consolidate priority recommendations and commitments into a 2027 DepEd-NEU National Advocacy and Action Agenda.

DEPED REGIONAL OFFICE 02
RELEASED
DATE: 11-04-2026
BY:
RECORDS SECTION

October 29, 2026

To: All Schools Division Superintendents
All School Heads
All others Concerned

For information and guidance.

BENJAMIN D. PARAGAS PhD, CESO III
Director IV/Regional Director

Department of Education
NATIONAL EMPLOYEES' UNION
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Furthermore, the insights and feedback gathered during this congress will be instrumental in shaping the DepEd-NEU's advocacy efforts and in ensuring that the needs and concerns of non-teaching personnel are effectively addressed. This collective engagement is vital for fostering a supportive and productive working environment within the Department.

3. Attendance to this congress shall be on **Official Business**. Participants to the activity are the following:

    a. **Non-teaching rank-and-file employees** in the Central, Regional, Division, District Offices and Schools occupying positions listed in the enclosed List of Positions of Employees Authorized to Attend the National Congress of the DepEd NEU;
    b. **Members of the DepEd NEU National Board of Trustees (NBOT);**
    c. **DepEd NEU National Executive Officers (NEO);**
    d. **DepEd NEU Chapter Executive Officers and Members** at the Central, Regional, Schools Division, Schools District, and School Levels; and
    e. **Chairpersons and Members** of the DepEd NEU Secretariat and Working Committees.

    Pursuant to Article IV, Sections 3.1.a; 3.2.a; and 3.3.a of the existing Collective Negotiation Agreement between the DepEd Management and the DepEd NEU, all Regional, Division and Central Office Chapter Officers of the DepEd NEU are required to attend the Congress.

4. Confirmation of attendance shall be made at the DepEd NEU Facebook Page through the following link: **https://bit.ly/2026NEU18thCongress**.

5. A registration fee of **Seven Thousand Nine Hundred Fifty Pesos (PhP7,950.00)** is required per participant to cover expenses for food, lodging, kits, honoraria of resource persons and facilitators, and other incidental expenses. The registration fee may be paid in **cash, check, or LDDAP-ADA** to the DepEd-NEU National Account at the Land Bank of the Philippines. The account details are:

    - Account Name: **DEPED NATIONAL EMPLOYEES UNION**
    - Account No. : **3341-0185-94**

    Note: Priority for accommodation at the Crown Legacy Hotel will be given to participants who have already registered online and paid the registration fee in full.

6. To ensure acknowledgment of payment and issuance of official receipt, copy of the proof of deposit of payment should be sent to **gpatrickmoralesdepedneu@gmail.com**. Proof of deposit of payment must specify

the name(s) of participant(s) with the following details: (region, division, district, school and gender).

7. Registration fee and travel expenses shall be charged against respective local funds and other fund sources, subject to the usual accounting and auditing procedures. All participants, including the members of the NBOT, NEO and various working committees, are required to pay the registration fee. Members of the NBOT, NEO and the different working committees are authorized to travel two (2) days prior to the start of the activity for the necessary preparations. Registration for the event shall begin immediately upon issuance of this Memorandum and shall close on **November 20, 2026**.

8. Participants are required to arrive and register in the morning of Day1 (November 25, 20256. The first meal to be served shall be lunch on Day1 while the last meal shall be lunch on Day 3 (November 27, 2026).

9. For more information, please contact Mr. Efren Ll. Alcera, DepEd NEU Secretary-General, through email at depedneusecretarygeneral@gmail.com or at mobile number (63)905-206-8602.

Encl.: As stated

List of Positions of Employees
Authorized to Attend the National Congress of the DepEd NEU

1. Accountant I
2. Accountant II
3. Accountant III
4. Accountant IV
5. Accounting Analyst
6. Accounting Clerk II
7. Administrative Aide I
8. Administrative Aide II
9. Administrative Aide III
10. Administrative Aide IV
11. Administrative Aide V
12. Administrative Aide VI
13. Administrative Assistant I
14. Administrative Assistant II
15. Administrative Assistant III
16. Administrative Assistant IV
17. Administrative Assistant V
18. Administrative Assistant VI
19. Administrative Officer I
20. Administrative Officer II
21. Administrative Officer III
22. Administrative Officer IV
23. Administrative Officer V
24. Agriculturist I
25. Agriculturist II
26. Aquacultural Technician I
27. Aquaculturist I
28. Architect I
29. Architect II
30. Assistant Teachers' Camp Superintendent
31. Attorney I
32. Attorney II
33. Attorney III
34. Attorney IV
35. Attorney V
36. Board Secretary II
37. Bookkeeper
38. Cash Clerk I
39. Cashier I

40. Cashier II
41. Chief Accountant
42. Chief Administrative Officer
43. Chief Education Program Specialist
44. Chief Education Program Supervisor
45. Chief Health Program Officer
46. Cinematographer
47. Clerk I
48. Clerk II
49. Clerk III
50. Computer File Librarian I
51. Computer File Librarian II
52. Computer Maintenance Technologist I
53. Computer Maintenance Technologist II
54. Computer Programmer II
55. Computer Programmer III
56. Construction and Maintenance Man
57. Cook I
58. Copy Reader
59. Coxswain
60. Crafts Education Demonstrator I
61. Crafts Education Demonstrator II
62. Creative Arts Specialist I
63. Creative Arts Specialist II
64. Dental Aide
65. Dentist I
66. Dentist II
67. Dentist III
68. Department Legislative Liaison Specialist
69. Disbursing Officer I
70. Disbursing Officer II
71. Draftsman I
72. Draftsman II
73. Driver I
74. Education Program Specialist I
75. Education Program Specialist II
76. Education Program Supervisor
77. Education Research Assistant
78. Engineer I
79. Engineer II
80. Engineer III
81. Engineer IV

82. Engineer V
83. Executive Assistant I
84. Executive Assistant II
85. Executive Assistant III
86. Executive Assistant IV
87. Executive Assistant V
88. Farm Worker
89. Fisherman
90. Guesthouse Caretaker
91. Guidance Coordinator I
92. Guidance Coordinator II
93. Guidance Coordinator III
94. Guidance Counselor I
95. Guidance Counselor II
96. Guidance Counselor III
97. Guidance Services Specialist I
98. Guidance Services Specialist II
99. Handicraft Worker I
100. Handicraft Worker II
101. Head Executive Assistant
102. Health Education and Promotion Officer I
103. Health Education and Promotion Officer II
104. Health Education and Promotion Officer III
105. Heavy Equipment Operator I
106. Houseparent I
107. Human Resource Management Officer I
108. Human Resource Management Officer II
109. Information Systems Analyst II
110. Information Systems Analyst III
111. Information Systems Researcher III
112. Information Technology Officer I
113. Information Technology Officer II
114. Information Technology Officer III
115. Internal Auditing Assistant
116. Internal Auditor I
117. Internal Auditor II
118. Internal Auditor III
119. Internal Auditor IV
120. Internal Auditor V
121. Laboratory Technician I
122. Legal Aide
123. Legal Assistant I

124. Legal Assistant II
125. Librarian I
126. Librarian II
127. Librarian III
128. Light Equipment Operator
129. Marine Engineman I
130. Master Fisherman I
131. Mechanic I
132. Mechanic II
133. Mechanical Plant Operator I
134. Medical Officer II
135. Medical Officer III
136. Medical Officer IV
137. Medical Officer V
138. Metal Worker I
139. Nurse I
140. Nurse II
141. Nurse Maid I
142. Nursing Attendant I
143. Nutritionist Dietitian I
144. Nutritionist Dietitian II
145. Nutritionist Dietitian III
146. Photoengraver II
147. Planning Officer I
148. Planning Officer II
149. Planning Officer III
150. Planning Officer IV
151. Planning Officer V
152. Printing Shop Foreman
153. Project Development Assistant
154. Project Development Officer I
155. Project Development Officer II
156. Project Development Officer III
157. Project Development Officer IV
158. Project Development Officer V
159. Project Evaluation Officer IV
160. Proofreader I
161. Proofreader II
162. Psychologist I
163. Public Schools District Supervisor
164. Publication Production Supervisor
165. Records Officer II

166. Registrar I
167. Registrar II
168. Reproduction Machine Operator I
169. School Farm Demonstrator
170. School Farming Coordinator I
171. School Farming Coordinator II
172. School Farming Coordinator III
173. School Librarian I
174. School Librarian II
175. School Librarian III
176. Science Research Assistant
177. Science Research Specialist II
178. Science Research Technician I
179. Science Research Technician II
180. Science Research Technician III
181. Science Research Technician IV
182. Scriptwriter I
183. Security Guard I
184. Security Guard II
185. Security Guard III
186. Security Officer I
187. Senior Administrative Assistant I
188. Senior Administrative Assistant II
189. Senior Administrative Assistant III
190. Senior Administrative Assistant V
191. Senior Bookkeeper
192. Senior Education Program Specialist
193. Senior Health Program Officer
194. Senior Science Research Specialist
195. Social Welfare Officer I
196. Special Investigator II
197. Special Investigator III
198. Statistician Aide
199. Statistician I
200. Statistician II
201. Statistician III
202. Supervising Administrative Officer
203. Supervising Education Program Specialist
204. Supervising Health Program Officer
205. Supply Officer I
206. Supply Officer II
207. Teacher Credentials Evaluator I

208. Teacher Credentials Evaluator II
209. Teacher Credentials Evaluator III
210. Teachers' Camp Superintendent
211. Teaching Aids Specialist
212. Technical Education and Skills Development Analyst
213. Typesetter II
214. Utility Foreman
215. Utility Worker
216. Vocational Education Supervisor I
217. Vocational Education Supervisor II
218. Vocational Education Supervisor III
219. Warehouseman III
220. Watchman I
221. Watchman II

Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT, AND ORGANIZATION

MEMORANDUM
OM-OUHRODI-2026-3904

FOR : **ATTY. FATIMA LIPP D. PANONTONGAN**
Undersecretary and Chief of Staff

THROUGH : **ATTY. PETER IRVING O. CORVERA**
Undersecretary, Office of the Secretary

FROM : **WILFREDO E. CABRAL**
E-signed by Wilfredo Cabral 10.06.26, 5:46:01 PM
Undersecretary for Human Resource and Organizational Development, and Infrastructure

SUBJECT : **ENDORSEMENT OF THE DEPED NATIONAL EMPLOYEES' UNION (DEPED-NEU) 18TH NATIONAL CONGRESS AND WORKSHOP**

DATE : 10 October 2026

This has reference to the findings and recommendations arising from the ReCAP evaluation of the proposed conduct of the **DepEd National Employees' Union (DepEd NEU) 18th National Congress and Workshop**, scheduled on **24–28 November 2026.**

Following the evaluation, the findings and recommendations of the Human Resource Development Division (HRDD), including those relating to the classification and program design of the activity, the required fiscal and administrative clearances, and the Harmonized Gender and Development Guidelines (HGDG) assessment, were discussed with the DepEd-NEU. DepEd-NEU concurs with the recommendations and shall be guided by the following in the conduct of future congresses, workshops, and similar activities:

1. activity classification and design;
2. fiscal and administrative compliance;
3. gender-responsive measures; and
4. funding arrangements for future activities.

In view of the foregoing, it is respectfully submitted that the findings and recommendations arising from the ReACap evaluation were discussed with and taken into consideration by the DepEd-NEU. Accordingly, the **DepEd National Employees' Union (DepEd NEU) 18th National Congress and Workshop** is hereby endorsed to the Office of the Secretary for consideration and approval.

For consideration and approval.

Advisory No. **213**, s. 2026
October 26, 2026
In compliance with DepEd Order (DO) No. 8, s. 2013
This advisory is issued not for endorsement per DO 39, s. 2009,
but only for the information of DepEd officials,
personnel/staff, as well as the concerned public.
(Visit www.deped.gov.ph)

18th NATIONAL CONGRESS AND SEMINAR-WORKSHOP OF THE DEPARTMENT OF EDUCATION - NATIONAL EMPLOYEES' UNION

The Department of Education - National Employees' Union (DepEd-NEU) will hold its 18th National Congress and Seminar-Workshop at the Crown Legacy Hotel, Kisad Road, Baguio City on November 25–27, 2026.

With the theme, One NEU: Empowering Nonteaching Personnel for Better Public Service, the Congress aims to

1. provide participants with an in-depth overview of DepEd's thrusts, priorities, and policies;
2. capacitate participants in the performance of their roles to boost governance of basic education;
3. enhance awareness of participants about the recent issuances on government procurement, personnel, and financial management; and
4. address and resolve issues and concerns of DepEd NEU officers and members by providing a platform to engage in collaborative problem-solving and knowledge sharing and facilitating discussions on best practices and innovative solutions to cultivate a culture of continuous improvement and professional growth among DepEd NEU members.

Attendance at this Congress shall be on official business. The following DepEd personnel are encouraged to attend:

1. Nonteaching rank-and-file employees in the Central Office (CO), regional office (RO), schools division office (SDO), district offices, and schools occupying positions listed in the enclosed List of Positions of Employees Authorized to Attend the National Congress of the DepEd NEU;
2. Members of the DepEd NEU National Board of Trustees;
3. DepEd NEU National Executive Officers;
4. DepEd NEU Chapter Executive Officers and members at the CO, RO, SDO, schools district, and school levels; and
5. Chairpersons and members of the DepEd NEU Secretariat and Working Committees.

Pursuant to Article IV, Sections 3.1.a; 3.2.a; and 3.3.a of the existing Collective Negotiation Agreement between the DepEd Management and the DepEd NEU, all CO, RO, and SDO Chapter Officers of the DepEd NEU are required to attend the Congress.

Interested participants may register using the link: https://bit.ly/2026NEU18thCongress.

For more information, please contact:

Mr. Efren Ll. Alcera
DepEd NEU Secretary-General
Department of Education - National Employees' Union
Mobile: 0905-206-8602
Email: depedneusecretarygeneral@gmail.com
Facebook: facebook.com/DepEdNationalEmploeesUnion