



28 January 2026

DIVISION MEMORANDUM

No. 150, s. 2026**PARTICIPATION IN THE INTERNATIONAL CONFERENCE ON ARTIFICIAL INTELLIGENCE**

To : Jenry C. Velchez, T-III/TIC Sagrada ES
 Ariel S. Valledor, MT-I Cabuyoan ES
 Francis C. Tomes, T-II Almojuela ES
 Emil P. Masagca, HT-II, Dugui San Isidro IS
 Princess Kaye Torrente, T-III/TIC Caglatawan ES
 Aster Joy M. Taule, T-III/ Batalay ES
 Ian Dela Rosa Lopez, MT-I, Lumabao ES
 Marichris B. Eusebio, HT-III Obi IS
 Irene A. Silvestre, T-III Cabcab NHS
 Cathelyn B. Arcilla, MT-II/TIC
 Ma. Jackielou P. Tarrago, T-III GRDHS
 Zahl Tatad T-III, Virac CES

Thru the PSDS/ School Principal

1. You are hereby requested to attend the International Conference on Artificial Intelligence which will be conducted in a hybrid modality on February 19-20, 2026. The onsite sessions will be held at the Ayuntamiento De Gonzalez Auditorium, De La Salle University-Dasmarinas while online participation will be facilitated via Zoom. This international conference provides nine (9) CPD units for professional-teacher attendees per PRC Accreditation No. PTR 2024-459-12019.
2. Teacher-participants are required to prepare a substitution plan to handle their students and school heads shall prepare adjusted class programs for classes of teachers involved in the activity to be submitted to OIC-SDS for approval. Teachers who are assigned teaching loads in excess of the regular six (6) hours per day shall be entitled to overload pay subject to the existing rules and regulations. The Teacher-In-Charge or the Officer-In-Charge of the school shall oversee its implementation to guarantee the continuity of school operations.
3. All expenses to be incurred by the participants shall be charged to the School MOOE, subject to the availability of funds and in accordance with existing accounting and auditing rules and regulations. Furthermore, participants in this training workshop are required to submit a Workplace Application Plan (WAP) as part of the application of learning as a result from their attendance.
4. Enclosed is Division Memorandum No. 107 s. 2026 for reference.
5. This memorandum is for dissemination, guidance and compliance.

By Authority of the OIC- Schools Division Superintendent:

DELFIN A. BONDAD
 Assistant Schools Division Superintendent
 Officer-In-Charge