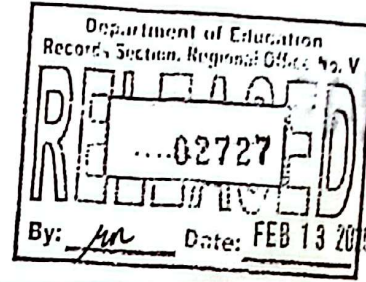


admin



Republic of the Philippines
Department of Education
REGION V - BICOL



04 February 2026

REGIONAL MEMORANDUM

No. 80234 s. 2026

REITERATION OF PROTOCOLS FOR ATTENDANCE IN CONGRESSIONAL HEARINGS AND SUBMISSION OF DATA TO RELEVANT STAKEHOLDERS

To : Assistant Regional Director
Schools Division Superintendents
Assistant Schools Division Superintendents
Chiefs of the Functional Divisions, this Office
Heads of the Sections/Units, this Office
All others concerned

1. Please be informed of the enclosed Memorandum issued by the Office of the Secretary, Department of Education, dated 29 January 2026, reiterating and reminding all concerned offices of the existing protocols on attendance in Congressional hearings and the submission of briefers, presentation materials, and data to relevant Congressional Committees, Office of Senators, Office of Representatives, the Second Congressional Commission on Education, the Presidential Legislative Liaison Office, and similar entities.

2. All concerned Offices are reminded to strictly comply with the protocols issued by the Office of the Secretary, particularly on the following:

- a. The concerned Strand/Bureau/Region responsible for the subject matter of the scheduled hearing shall prepare a complete **brifer** which must be submitted to the Office of the Secretary (OSEC) and the Legislative Liaison Office (LLO), Office of the Undersecretary for Legal and Legislative Affairs (OULLA), no later than three (3) working days prior to the scheduled hearing date;
- b. The concerned Strand/Bureau/Region shall identify potential controversial issues that may arise during the Congressional hearing, and provide well-researched and considered possible answers or responses that the Public Affairs Service can utilize;
- c. The concerned Strand/Bureau/Region shall prepare all **presentation materials**, including but not limited to reports, statistical tablets, charts, and graphs which must be submitted, in final form, to LLO and OSEC not later than three (3) working days prior to the scheduled hearing date;
- d. LLO, in coordination with OULLA, OSEC, and Public Affairs Service (PAS), shall organize **coaching** sessions for the designated attendees prior to the Congressional hearing relative to the identified



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- controversial issues and the proposed responses, providing an opportunity for discussion, refinement of messaging, and ensuring clarity and consistency in the designated attendees' communication.
- e. Unless under exceptional circumstances, attendees to hearings should be members of the **DepEd Executive Committee**;
 - f. LLO shall be responsible for monitoring and compiling the schedule of weekly Congressional hearings. Upon receipt, it shall immediately transmit all Notice of Hearings to the concerned strands.
3. The Office of the Secretary added that non-compliance with the protocols undermines the Department's effective representation before Congress and may result in misalignment of positions. Therefore, all concerned Offices are enjoined to observe these protocols with utmost diligence and urgency.
 4. For any clarifications or further inquiries, please contact the **Legislative Liaison Office** through email address legis@deped.gov.ph or at telephone number 8631-9641.
 5. For immediate dissemination, guidance and strict compliance.



GILBERT T. SADSAD
 Regional Director

ORD-LU/hcl
 02/04/2026

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 Republika ng Pilipinas
Kagawaran ng Edukasyon
 REHIYON V - (Bikol)
 TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

DepEd-Division of Catanduanes
 RECORDS SECTION
RELEASED
 BY:  No. 075
 DATE: FEB 26 2026 10:00

25 February 2026

TO : Assistant Schools Division Superintendent
 Chief Education Supervisors (CID & SGOD)
 Education Program Supervisors
 Public Schools District Supervisors
 Elementary and Secondary School Heads
 All Others Concerned

For information and guidance.


MA. JEANY T. ABAYON
 Assistant Schools Division Superintendent
 Officer-In-Charge
 Office of the Schools Division Superintendent