Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

NOV 0 4 2026

REGIONAL MEMORANDUM
No. 1271, s. 2026

DESIGNATION OF REGIONAL OFFICE REPRESENTATIVE TO ATTEND THE INCEPTION MEETING AND MICROPLANNING WORKSHOP FOR HUMAN PAPILLOMA VIRUS VACCINATION EXPANSION

To: Schools Division Superintendent of Bago City
All Others Concerned

1. This Office, through the Education Support Services Division (ESSD), disseminates the attached invitation from the Department of Health–Negros Island Region Center for Health Development dated October 29, 2026 regarding the **Inception Meeting and Microplanning Workshop for Human Papilloma Virus (HPV) Vaccination Expansion** on **November 4–6, 2026** at **Roy's Hotel, Bacolod City**.

2. In view thereof, this Office informs the concerned Schools Division Office that the said personnel indicated below is hereby designated to represent and attend the aforementioned activity on behalf of Dr. Mishell Marie Gabas, Medical Officer IV of DepEd Negros Island Region – Regional Office.

Designated Participant	Schools Division Office
Angela Gumban, RN	Nurse II Schools Division Office of Bago City

3. The designated representative shall accomplish the sign-up sheet through the link indicated in the attached invitation to confirm their participation, coordinate with the organizers regarding the venue and other arrangements, and attend the entire duration of the activity.

4. Immediate dissemination of and compliance with this Memorandum are desired.

RAMIR B. UYTICO EdD, CESO III
Regional Director

Reference: As Stated
Incl: As Stated
To be indicated in the Perpetual Index
under the following subjects:
HEALTH PROGRAMS STUDENTS
MMG/ESSD-RM/Designation of Regional Office Representative to the Inception Meeting and Microplanning Workshop for Human Papilloma Virus Vaccination Expansion
___/November 11, 2026

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Republic of the Philippines
DEPARTMENT OF HEALTH
Negros Island Region Center for Health Development

BAGONG PILIPINAS

October 29, 2026

RAMIR B. UYTICO, EdD, CESO III
Regional Director
Department of Education- Negros Island Region

Dear **Dir. Uytico**,

The United Nations Children's Fund (UNICEF), in collaboration with the Department of Health Negros Island Region Center for Health Development, will conduct an **Inception Meeting and Microplanning Workshop for Human Papilloma Virus (HPV) Vaccination Expansion** on **November 4–6, 2026**. The activity aims to orient stakeholders and facilitate the development of microplans for the implementation of HPV vaccination during school-based immunization (SBI).

In this regard, we respectfully invite the following participants:

1. **Three (3) representatives** from the Department of Education- Negros Island Region; and
2. **Seven (7) representatives** from the Schools Division Office of Negros Oriental.

Venue: To be announced

Please accomplish the **sign-up sheet through the link below** to confirm the participants: https://bit.ly/4zbSRkB.

For the pre-workshop requirements kindly refer to **Annex A** and ensure that the required information and documents are prepared prior to the workshop.

For confirmation and concerns, your authorized representative may coordinate with **Ms. Kathleen Anne C. Medina, RN**, National Immunization Program Focal thru 09761543164 or email nip@nir.doh.gov.ph cc: nirchd@nir.doh.gov.ph.

Thank you for your continued support.

Sincerely,

RAZEL NIKKA M. HAO, MD-MBA, MSc, CESO III
Assistant Secretary/ Regional Director
Negros Island Region Center for Health Development

LHSD/FHC/Medina/ Grande

October 29, 2026

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Regional Director
Department of Education- Negros Island Region

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Thank you for your continued support.

Sincerely,

RAZEL NIKKA M. HAO, MD-MBA, MSc, CESO III
Assistant Secretary/ Regional Director
Negros Island Region Center for Health Development

LHSD/FHC/Medina/ Grande

Office	Family Health Cluster	Local Health Support Division
Initials	**Yoradyl Zyra F. Matugas- Dizon, MD** Medical Officer III, Cluster Head	**Deab P. Eltanal, RMT, MD, MPH-HA** Medical Officer V, Division Head
Date	October 29, 2026	

Keywords	
Related Issuances, laws, directives	Invitation Letter UNICEF-DOH Microplanning Workshop

Annex A

Pre- Workshop Requirements:

1. Existing SBI vaccination microplans which include HPV vaccination and implementation schedules.
2. Current SBI coverage and eligible target population by school and LGU.
3. Available information on consent forms distributed, returned, pending and declined.
4. School-level lists or summaries of eligible adolescents vaccinated, absent, or missed, handled in accordance with applicable privacy requirements.
5. Existing adolescent health facilities, adolescent wellness programmes, community health activities , and relevant communication channels.
6. Summary of parent concerns , frequently asked questions, misinformation, or reported AEFIs and the responses undertaken, without disclosing unnecessary personal information.
7. Available communication materials, budget, personnel, and logistical resources.
8. Existing reporting arrangements and agreed vaccination targets.