



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

SEP 03 2026

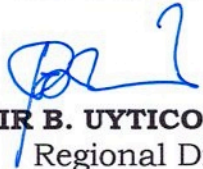
REGIONAL MEMORANDUM

No. 953 s. 2026

**PARTICIPATION IN THE TRAINING OF TEACHER-IMPLEMENTERS FOR
THE DEVELOPING ARTIFICIAL INTELLIGENCE LITERACY FOR
GRADES 5-8 AI CURRICULUM**

To: Assistant Regional Director
Schools Division Superintendent of SDO Bacolod City
Regional Functional Division Chiefs
All Others Concerned

1. Attached is DM-OULS-2026-355 from the Office of the Undersecretary for Learning Systems dated August 17, 2026 titled Selection and Attendance to the Training of Teacher-Implementers for the Developing Artificial Intelligence Literacy for Grades 5-8 AI Curriculum.
2. Attention is particularly invited to paragraphs 1 – 8 and Enclosures 1 - 5 of the said Memorandum.
3. The identified participants are **Joven L. Colantro and Rezza C. Torbela of SDO Bacolod City.**
4. Transportation expenses, per diem, and other incidental costs of all participants shall be charged to their respective Schools Division Office, School, or any local funds, subject to usual accounting and auditing rules and regulations.
5. **For further queries, contact Ms. Katherine Y. Sedillo, CES HRDD or Mr. Zegric S. Laguda, SEPS – NEAP-R at 09951245208.**
6. Immediate dissemination of and compliance with this Memorandum are desired.


RAMIR B. UYTICO EdD, CESO III
Regional Director

Encl: As stated
Reference: DM_OULS-2026-355
To be indicated in the Perpetual Index
under the following subjects:



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Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

MEMORANDUM
DM-OULS-2026-355

TO : **Regional Directors**
Schools Division Superintendents
CLMD Chiefs
HRDD Chiefs / NEAP R Focal Persons
All Others Concerned

FROM : *Carmela C. Oracion*
CARMELA C. ORACION
Undersecretary for Learning Systems *gung*

SUBJECT : **SELECTION AND ATTENDANCE TO THE TRAINING OF**
TEACHER-IMPLEMENTERS FOR THE DEVELOPING
ARTIFICIAL INTELLIGENCE LITERACY FOR GRADES 5-8 AI
CURRICULUM

DATE : August 17, 2026

1. The rapid expansion of artificial intelligence in the educational landscape has necessitated the establishment of clear policy guidance to ensure its utilization remains safe, ethical, and aligned with national development goals. Under the mandates established in DepEd Order 003 s. 2026, the National Educators Academy of the Philippines (NEAP) is responsible for leading the design, development, and quality assurance of AI literacy professional development for all teaching personnel.
2. In line with this, NEAP, in partnership with University of the Philippines National Institute for Science and Mathematics Education Development (UPNISMED), will conduct the Training of Teacher-Implementers for the **Developing Artificial Intelligence Literacy for Grades 5-8 AI Curriculum** on September 8-12, 2026 (inclusive of travel dates), at UP NISMED, Quezon City.
3. This program serves as a strategic intervention to address the critical gap in teacher capacity, which is identified as a primary obstacle to successful technology integration in the classroom. By cultivating a pilot cohort of implementers, the initiative ensures that AI functions as a human-centered tool that augments rather than replaces the essential role of the educator. Furthermore, the program directly supports the current NEAP framework by providing a structured mechanism to move educators across the four AI Training Progression Tiers, ranging from foundational readiness to systemic leadership and curriculum innovation.
4. To ensure that the pilot results provide a representative sample of the basic education system, participation is stratified by region. NEAP designates specific regions to endorse primary school teachers for Grades 5-6, while the remaining

regions will focus on secondary school teachers for Grades 7-8, thereby ensuring balanced implementation data from both elementary and high school environments.

Assigned Grade Level	Region
Primary (Grades 5-6)	Regions I, III, IV-B, VI, VIII, X, XII, CAR, and NIR
Secondary (Grades 7-8)	Regions II, IV-A, V, VII, IX, XI, CARAGA, and NCR

5. Regional Offices (RO) are requested to **endorse one school per region, providing two teacher-participants from the selected school** to foster internal collaboration and peer support. Endorsed participants must explicitly commit to implementing the five core AI lessons during the Second Term of the School Year. As part of this commitment, participants will be required to develop a Workplace Application Plan for the second term, which will assist NEAP and UPNISMED in monitoring the curriculum rollout and making necessary benchmarking adjustments. The Focal Persons from the RO, Schools Division Office (SDO), and the concerned School Head will be convened for an orientation through a separate Advisory.

6. Endorsements shall be submitted through the following link: **tinyurl.com/EF5to8AILiteracy**, where the endorsing office must specify the school from which the target participants will be coming. Please see enclosure for the details of participant selection.

7. All participating educators are required to bring their own laptops to the training venue. To ensure full participation in the hands-on machine learning activities, neural network simulations, and AI tool explorations, these devices must have stable processing capabilities and be capable of connecting to the provided internet laboratory facilities.

8. Expenses for accommodation and meals for the duration of the training at UPNISMED will be charged directly to UPNISMED. Travel expenses and per diem of the teacher-participants shall be charged to the local funds of their respective RO/SDO/School, subject to the usual accounting and auditing rules and regulations.

9. For reference, the following enclosures are attached:

- Enclosure 1** : Terms of Reference - Institutional Roles and Responsibilities
- Enclosure 2** : Terms of Reference - Stakeholder Accountability and Implementation Framework
- Enclosure 3** : Qualification Standards for Participating Schools
- Enclosure 4** : Teacher Competency and Selection Standards
- Enclosure 5** : Indicative Program of Activities

10. For immediate dissemination and appropriate action.



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Enclosure 1: Terms of Reference - Institutional Roles and Responsibilities

TERMS OF REFERENCE
Institutional Roles and Responsibilities

Office	Roles and Responsibilities
UPNISMED	Primary training coordinator responsible for the logistical and administrative management of the intensive training program. This office acts as the lead program designer for the curriculum-specific training modules and hands-on activities tailored for the pilot implementation. Provides the main source of resource persons and facilitators who will lead live demonstrations and technical discussions on AI concepts. A dedicated program management team from this office shall supervise the daily conduct of the training and manage the provision of meals and accommodation.
NEAP	Serves as co-program designers to ensure training content aligns with the four AI Training Progression Tiers. Assists in the overall program management and registration of participants through the NEAP Professional Development Division. Designates staff to act as process observers and monitors to evaluate the effectiveness of the training delivery and technical engagement. Leads the assessment of Workplace Application Plans to track implementation progress within the pilot schools.
BLD	Collaborate with NEAP in the assessment of Workplace Application Plans to track implementation progress within the pilot schools. Lead in monitoring the implementation of the program and in the provision of feedback to the program.



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Enclosure 2

**TERMS OF REFERENCE –
STAKEHOLDER ACCOUNTABILITY AND IMPLEMENTATION FRAMEWORK**

Stakeholder	Roles and Responsibilities
Teacher-Participant	The teacher-participant is responsible for active engagement in all hands-on activities and live demonstrations to master the five core AI lessons. Participants must formalize their commitment to the pilot rollout by accomplishing a School Teacher Commitment Form and a Workplace Application Plan during the training. The teacher shall implement the localized AI lessons in their respective classes during the second term and provide critical feedback for pilot monitoring. Participants are encouraged to document best practices to be given the opportunity to present their outcomes during the National Day of AI event in December 2026.
School Head	The School Head ensures the availability of computer laboratories and reliable internet connectivity to support the technological requirements of the curriculum. This officer supports the teacher-participants in the execution of their Workplace Application Plans while ensuring minimal disruption to school operations. The School Head shall monitor the classroom progress of the AI lessons and coordinate with the SDO regarding instructional or technical challenges encountered.



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Schools Division Office	The SDO, through the Curriculum Implementation Division and its Focal Person on AI, provides technical assistance to ensure AI lessons are effectively integrated into class schedules. The Human Resource Training and Development (HRTD) unit is specifically charged with the close monitoring of the WAPs and the regular reporting of school-level progress to ensure the fidelity of the pilot implementation. This office is responsible for monitoring the progress of the pilot implementation and consolidating reports for the Regional Office.
Regional Office	The Regional Office, through the HRDD and CLMD, is responsible for the official endorsement of one school and two teachers based on stratification guidelines. The RO ensures that the participation of teachers is supported by local funds for travel expenses and that their attendance is properly authorized. The HRDD and CLMD shall take an active role in closely monitoring the implementation progress by teachers in the selected school during the second term.



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Enclosure 3

QUALIFICATION STANDARDS FOR PARTICIPATING SCHOOLS

The selection of the pilot school per region is critical to the success of this technology-intensive program. Endorsing offices must ensure that selected schools meet the following criteria:

1. The school must have a functional computer laboratory equipped with a sufficient number of devices to accommodate learners during hands-on AI sessions.
2. There must be stable and reliable internet connectivity within the school premises to support the use of various online generative AI platforms.
3. The school administration must demonstrate an explicit commitment to host the pilot implementation of the AI curriculum for Grades 5-8 during the second term.
4. The school must be able to nominate two teachers who can collaborate and support one another throughout the implementation phase.
5. Preference shall be given to schools that have demonstrated readiness in integrating digital literacy into their existing instructional environment.



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Enclosure 4

TEACHER COMPETENCY AND SELECTION STANDARDS

Teacher-implementers will act as the primary advocates for AI literacy within their respective regions. Nominated teachers should meet the following competency standards:

1. The participant must be a permanent teaching personnel who has a strong background on ICT and Artificial Intelligence and is teaching any learning area, preferably specializing in Information and Communications Technology, Technology and Livelihood Education, or Edukasyong Pantahanan at Pangkabuhayan.
2. The teacher must possess advanced technological skills and a functional understanding of digital platforms and generative AI tools.
3. Candidates must demonstrate efficient facilitation and presentation skills, as they will lead the instructional delivery of core AI concepts in their schools.
4. There must be a documented commitment to implement the five core AI lessons and develop a corresponding Workplace Application Plan for the second term.
5. Teachers who exhibit exemplary performance during the pilot implementation will be given the opportunity to present their best practices during the Day of AI.



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Enclosure 5

INDICATIVE PROGRAM OF ACTIVITIES

Developing Artificial Intelligence Literacy for Grades 5-8 AI Curriculum

September 8-12, 2026

UPNISMED, UP Diliman Campus, Quezon City

Date	Activity
Day 0 September 8, 2026	Ingress
Day 1 September 9, 2026	Opening Program Lesson 1 Discussion and Workshop Lesson 2 Discussion and Workshop
Day 2 September 10, 2026	Lesson 3 Discussion and Workshop Lesson 4 Discussion and Workshop Lesson 5 Discussion and Workshop
Day 3 September 11, 2026	Open Forum Work Application Plan and School Commitment Form
Day 4 September 12, 2026	Egress