



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

JAN 07 2026

MEMORANDUM
No. 005, s. 2026

**AI-POWERED LITERACY TOOLS TRAINING OF THE DEPARTMENT OF
EDUCATION AND MICROSOFT PHILIPPINES**

To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads
All Others Concerned

- Attached is Memorandum No. DM-OULS-2025-217, s. 2025 dated December 22, 2025, entitled "**AI-POWERED LITERACY TOOLS TRAINING OF THE DEPARTMENT OF EDUCATION AND MICROSOFT PHILIPPINES**" from Dr. Carmela C. Oracion, Assistant Secretary, Human Resource and Organizational Development, the contents of which are self-explanatory, for the information and guidance of all concerned.
- Please refer to the enclosed Training Matrix and Official List of Participants. Likewise, the participants are advised to register and confirm their attendance through this link: <https://tinyurl.com/AI-PowereTraining2026> **on or before January 9, 2026.**
- All participants shall be granted **one (1) day service credit and/or compensatory time-off**, as applicable, in accordance with *DepEd Order No. 53, s. 2023 – Updated Guidelines on the Grant of Vacation Service Credit for Teachers and CSC & DBM Joint Circular No. 2, s. 2004 on "Non-monetary Remuneration for Overtime Services Rendered."*
- For inquiries and concerns, you may contact SGOD-Human Resource Development Section c/o Mr. Andres F. Sicam Jr., Education Program Specialist II, at hrd.sgod.muntinlupa@gmail.com.
- Immediate and wide dissemination on this Memorandum is desired.


VIOLETA M. GONZALES CESO VI

Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

Encl: As stated
Reference: As stated
To be indicated in the Perpetual Index
Under the following subjects

TEACHERS PERSONNEL ACTIVITIES
AFS/ AI-POWERED LITERACY TOOLS TRAINING OF THE DEPARTMENT OF EDUCATION AND MICROSOFT PHILIPPINES
005 / January 6, 2026

NUM-2026-005



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005



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

ENCLOSURE 1: OFFICIAL PARTICIPANTS

	NAME	SCHOOL
1	DESIREE MAE ARDINA	MNHS
2	STELLA ANN PAGHID	MNHS
3	EDEL MARIE ANTONIO	MNHS
4	RAQUEL SANTOS	MNHS
5	RACHELLE R. QUESADA	MBHS ANNEX
6	ROBEMA B. CAPITLY	MBHS ANNEX
7	LIEZA R. DE RAFAEL	MBHS ANNEX
8	CZARINA G. ABAD	MBHS ANNEX
9	ANNALISA E. TISMO	MSHS
10	ELMA D. DAPULAZA	MSHS
11	CLARISSA A. ROBLES	MSHS
12	JECYNET R. MANANSALA	MSHS



Republic of the Philippines

Department of Education

OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

MEMORANDUM

DM-OULS-2025-217

TO : **Regional Directors
Schools Division Superintendents
School Governance and Operations Division Chief
All Others Concerned**

FROM : *Carmela Oracion*
CARMELA C. ORACION
Assistant Secretary
Officer-in-Charge,
Undersecretary for Learning Systems

SUBJECT : **AI-POWERED LITERACY TOOLS TRAINING OF THE
DEPARTMENT OF EDUCATION AND MICROSOFT
PHILIPPINES**

DATE : **December 22, 2025**

1. Pursuant to Section 4 of Republic Act (RA) No. 12028, or the Academic Recovery and Accessible Learning (ARAL) Program Act of 2024 and Department Order No. 18, s. 2025, or the Implementing Guidelines of the Academic Recovery and Accessible Learning Program, the Department of Education implements the ARAL program to establish a free and effective national learning intervention aimed at ensuring that all learners who are struggling in their lessons, particularly in reading, mathematics, and science, attain the competencies set by DepEd for their respective grade levels.
2. In line with this commitment, the Department of Education, through the **National Educators Academy of the Philippines (NEAP)** and the **Bureau of Learning Delivery (BLD)**, in partnership with **Microsoft Philippines**, will hold the **AI-powered Digital Literacy Training** on **January 17, 2026, Saturday**, at **8:00 a.m. to 5:00 p.m.** via Microsoft Teams (MS Teams) Townhall.
3. The training program will be delivered to **select Grade 7 and Grade 8 English Teachers** through learning sessions that demonstrate how Microsoft Reading Coach and Reading Progress can be effectively integrated into classroom instruction.
4. Subsequent to the mandated training sessions on AI-Powered Literacy Training on January 17, 2026, the implementation phase (Part B) shall run from **January 26, 2026, and will continue until the last day of the School Year 2025–2026**. Moreover, focused preparation interval of one week from **January 19 to 23, 2026** shall be formally allocated to enable teachers to finalize preparatory activities and curriculum planning preceding the official launch of the pilot program. Throughout this operational period, **all trained teachers and designated**



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participating schools are strictly required to adopt and integrate the Microsoft Reading Progress and Reading Coach applications into their established reading instruction and remediation activities.

5. Relative to this, eligible participants shall have an existing laptop with installed or updated MS Teams and with an active Microsoft Office 365 account. The required specifications will aid participants in gaining hands-on experience in administering reading practices, tracking fluency, analyzing learner data, and implementing individualized and small-group interventions based on automated reports.
6. All participants are required to register to confirm their participation using this link: <https://tinyurl.com/AI-PoweredTraining2026> until January 09, 2026. Registered participants will receive an email containing the training details and the Town Hall meeting link.
7. The Training Matrix (**Enclosure 1**) and the assigned number of participants from the identified schools in select Schools Division Offices (**Enclosure 2**) are attached for reference and guidance
8. Participants shall be entitled to vacation service credits in accordance with DepEd Order No. 13, s. 2024, titled Revised Guidelines on the Grant of Vacation Service Credits for Teachers, should the activities fall on weekends or holidays.
9. For further queries or clarifications, kindly contact NEAP – Professional Development Division via landline at (02) 8715-9919 or email at neap.pdd@deped.gov.ph, or you may reach Audentes Technologies Inc. (Microsoft Training Partner) via email at m.monge@udentestechologies.com.
10. For immediate dissemination and appropriate action.



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Enclosure 1

TRAINING MATRIX

Venue: MS Teams Townhall

Time: 8:00 AM – 5:00 PM

TIME	PROGRAM	PERSON IN CHARGE
7:30 AM – 8:00 AM	Preliminaries	Program Management Team
8:00 AM – 10:00 AM	Reading Coach Basics, Getting Started with Microsoft Reading Progress	Resource Person
10:00 AM – 10:15 AM	<i>Health Break</i>	
10:00 AM – 12:00 NN	Aligning Digital Tools with Learning Objectives/ Embedding Reading Coach and Progress Tools into Daily Lessons	Resource Person
12:00 NN – 1:00 PM	<i>Lunch Break</i>	
1:00 PM – 2:00 PM	Aligning Digital Tools with Learning Objectives/ Embedding Reading Coach and Progress Tools into Daily Lessons <i>(Continuation)</i>	Resource Person
1:45 PM – 2:00 PM	<i>Health Break</i>	
2:00 PM – 4:30 PM	Interpreting Key Metrics in Reading Progress Reports and Creating Flexible Groupings Based on Data	Resource Person
4:30 PM – 5:00 PM	Submission of Outputs and Closing Program	Program Management Team



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498	NCR	Valenzuela City	320404	Bignay National High School	3
499	NCR	Valenzuela City	320405	Arkong Bato National High School	3
500	NCR	Valenzuela City	320406	Canumay East National High School	3
501	NCR	Valenzuela City	305436	Polo National High School	3
502	NCR	Valenzuela City	320407	Wawang Pulo National High School	3
503	NCR	Valenzuela City	305442	Parada National High School	3
504	NCR	Valenzuela City	305443	Gen. Tiburcio de Leon National High School	3
505	NCR	Valenzuela City	305444	Maysan National High School	3
506	NCR	Valenzuela City	305566	Justice Eliezer R. De Los Santos High School	3
507	NCR	Valenzuela City	320408	Bagbaguin National High School	3
508	NCR	Valenzuela City	305445	Caruhatan National High School	3
509	NCR	City of San Juan	305423	San Juan National High School	3
510	NCR	City of San Juan	305607	San Juan City Science High School	3
511	VII	Cebu City	303128	Abellana NHS (Day & Night)	3
512	VII	Cebu City	303139	Lahug NHS (Night)	3
513	VII	Cebu City	500222	Sirao Integrated School	3
514	VII	Cebu City	303151	MABOLO NATIONAL HIGH SCHOOL	3
515	VII	Cebu City	303155	Tejero NHS (Day & Night)	3



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301	IV-B	Palawan	502210	Narra Integrated School	4
302	IV-B	Palawan	301731	Roxas National Comprehensive High School	4
303	IV-B	Palawan	301703	Liminangcong National High School	4
304	IV-B	Romblon	301747	Alcantara National High School	4
305	IV-B	Romblon	301755	Cambalo NHS	4
306	IV-B	Romblon	309207	Agutay NHS	4
307	IV-B	Romblon	301757	Corcuera National High School	4
308	IV-B	Romblon	301765	LOOC NATIONAL HIGH SCHOOL	4
309	IV-B	Romblon	309203	Buenavista National High School	4
310	IV-B	Romblon	301774	Santa Maria NHS	4
311	NCR	Las Piñas City	305430	Las Piñas National High School	4
312	NCR	Las Piñas City	305431	Captain Albert Aguilar National High School	4
313	NCR	Las Piñas City	320307	Las Piñas City Technical-Vocational High School	4
314	NCR	Las Piñas City	305434	Las Piñas East National High School	4
315	NCR	Las Piñas City	320301	Equitable Village National High School	4
316	NCR	Las Piñas City	320304	Las Piñas City National Science High School	4
317	NCR	Navotas	305453	Navotas National High School	4
318	NCR	Navotas	305454	San Rafael Technological and Vocational High School	4
319	NCR	Navotas	328001	Navotas National Science High School	4
320	NCR	Navotas	305455	Tanza National High School	4
321	NCR	Navotas	305457	Tangos National High School	4



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322	NCR	Navotas	305458	San Roque National High School	4
323	NCR	Parañaque	305424	Paranaque National High School Main	4
324	NCR	Parañaque	305425	La Huerta National High School	4
325	NCR	Parañaque	305426	Paranaque National High School - Baclaran	4
326	NCR	Parañaque	305427	Don Galo National High School	4
327	NCR	Parañaque	305428	Dr. Arcadio Santos National High School - Main	4
328	NCR	Parañaque	305429	Masville NHS	4
329	NCR	Parañaque	305975	Marcelo Green High School Parañaque	4
330	NCR	Parañaque	320202	Baclaran National High School	4
331	NCR	Parañaque	320205	Don Bosco High School Parañaque	4
332	NCR	Parañaque	300553	San Antonio National High School Parañaque	4
333	NCR	Parañaque	320201	Parañaque Science High School	4
334	NCR	Parañaque	320203	Moonwalk National High School	4
335	NCR	Parañaque	320204	Sun Valley National High School	4
336	NCR	Parañaque	305974	Sto. Niño National High School	4
337	NCR	Parañaque	305976	Tambo National High School	4
338	NCR	Taguig City and Pateros	305410	Makati Science High School	4
339	NCR	Taguig City and Pateros	305411	Fort Bonifacio HS	4
340	NCR	Taguig City and Pateros	320001	Pitogo HS	4
341	NCR	Taguig City and Pateros	305462	Gen. Ricardo G. Papa, Sr. Memorial HS Annex	4



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342	NCR	Taguig City and Pateros	320601	Taguig Science High School	4
343	NCR	Taguig City and Pateros	320604	Sen. Renato "Compañero" Cayetano Memorial Science & Technology High School	4
344	NCR	Taguig City and Pateros	500342	Napindan Integrated School	4
345	NCR	Taguig City and Pateros	500565	Taguig Integrated School	4
346	NCR	Taguig City and Pateros	305463	Signal Village National High School	4
347	NCR	Taguig City and Pateros	320602	Maria Asuncion Rodriguez Tiña High School	4
348	NCR	Taguig City and Pateros	501953	Kapt Jose Cardones Integrated School	4
349	NCR	Taguig City and Pateros	305465	Western Bicutan NHS	4
350	NCR	Taguig City and Pateros	500341	Palar Integrated School	4
351	NCR	Taguig City and Pateros	305466	Pateros National High School	4
352	NCR	Taguig City and Pateros	320607	Mayor Simplicio Manalo National HS	4
353	NCR	Mandaluyong	305395	City of Mandaluyong Science HS	4
354	NCR	Mandaluyong	305396	Bonifacio Javier National High School	4
355	NCR	Mandaluyong	500331	Isaac Lopez Integrated School (Isaac Lopez ES)	4
356	NCR	Mandaluyong	500500	Hulo Integrated School	4
357	NCR	Mandaluyong	500051	Andres Bonifacio Integrated School	4
358	NCR	Mandaluyong	500334	Jose Fabella Memorial School	4
359	NCR	Mandaluyong	500335	Ilaya Barangka Integrated School	4



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360	NCR	Muntinlupa	305468	Muntinlupa NHS	4
361	NCR	Muntinlupa	305469	Muntinlupa Science HS	4
362	NCR	Muntinlupa	320702	Muntinlupa Business HS - Sucat Annex	4
363	NCR	Pasay	305363	Pasay City North High School - Main, M. Dela Cruz Campus	4
364	NCR	Pasay	305364	Pasay City National High School	4
365	NCR	Pasay	305369	Pasay City Science High School	4
366	NCR	Quezon City	305320	Balingasa HS	4
367	NCR	Quezon City	305323	San Jose HS	4
368	NCR	Quezon City	319506	National Orthopedic Hospital School for Crippled Children	4
369	NCR	Quezon City	305324	Sergio Osmena, Sr. HS	4
370	NCR	Quezon City	305321	Judge Juan Luna HS	4
371	NCR	Quezon City	305322	Eulogio Rodriguez, Jr. HS	4
372	NCR	Quezon City	305326	Ernesto Rondon HS	4
373	NCR	Quezon City	305329	Quezon City Science HS	4
374	NCR	Quezon City	305334	Tandang Sora NHS	4
375	NCR	Quezon City	305335	Ismael Mathay Sr. High School	4
376	NCR	Quezon City	305336	Lagro HS	4
377	NCR	Quezon City	305330	Batasan Hills National HS	4
378	NCR	Quezon City	305331	Commonwealth HS	4
379	NCR	Quezon City	305332	Bagong Silangan HS	4
380	NCR	Quezon City	305345	Balara HS	4
381	NCR	Quezon City	305347	Carlos P. Garcia HS	4
382	NCR	Quezon City	305353	Krus na Ligas HS	4
383	NCR	Quezon City	305355	Carlos L. Albert HS	4
384	NCR	Quezon City	305356	Ponciano A. Bernardo HS	4



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385	NCR	Quezon City	305359	Quezon City High School	4
386	NCR	Quezon City	305361	Manuel A. Roxas HS	4
387	NCR	Quezon City	305635	West Fairview High School	4
388	NCR	Caloocan City	305391	M.B. Asistio, Sr. High School	4
389	NCR	Caloocan City	319706	Kasarinlan High School	4
390	NCR	Caloocan City	305388	Caloocan High School	4
391	NCR	Caloocan City	305389	Caloocan City Science High School	4
392	NCR	Caloocan City	305390	Maria Clara High School	4
393	NCR	Caloocan City	305383	Bagong Barrio National High School	4
394	NCR	Caloocan City	305384	Baesa High School	4
395	NCR	Caloocan City	305374	Camarin High School	4
396	NCR	Caloocan City	319701	Cielito Zamora Junior High School	4
397	NCR	Caloocan City	319707	Caloocan City Business High School	4
398	NCR	Caloocan City	319708	Horacio Dela Costa High School	4
399	NCR	Caloocan City	319702	Benigno Aquino Jr. High School	4
400	NCR	Caloocan City	305378	NHC High School	4
401	NCR	Caloocan City	305379	Manuel L. Quezon High School	3
402	NCR	Caloocan City	305380	Tala High School	3
403	NCR	Caloocan City	319703	Mountain Heights High School	3
404	NCR	Caloocan City	305372	Bagumbong High School	3
405	NCR	Caloocan City	305373	Sampaguita High School	3
406	NCR	Caloocan City	305385	Caybiga High School	3
407	NCR	Caloocan City	305386	Deparo High School	3
408	NCR	Caloocan City	305387	Llano High School	3



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409	NCR	Caloocan City	319711	Caloocan National Science and Technology High School	3
410	NCR	Makati City	305406	Makati High School	3
411	NCR	Makati City	305409	Gen. Pio del Pilar NHS	3
412	NCR	Makati City	320002	Bangkal HS	3
413	NCR	Makati City	305408	San Antonio NHS	3
414	NCR	Malabon City	305447	Malabon National High School	3
415	NCR	Malabon City	305450	Panghulo NHS	3
416	NCR	Malabon City	305448	Taňong NHS	3
417	NCR	Malabon City	320501	Longos National High School	3
418	NCR	Malabon City	500339	Taňong IS	3
419	NCR	Malabon City	302149	Santiago Syjuco Memorial Integrated Secondary School	3
420	NCR	Malabon City	320502	Concepcion Technical - Vocational School	3
421	NCR	Malabon City	500338	Col. Ramon Camus Integrated School	3
422	NCR	Malabon City	305449	Potrero NHS	3
423	NCR	Malabon City	305452	Tinajeros NHS	3
424	NCR	Malabon City	305451	Tugatog NHS	3
425	NCR	Malabon City	320504	Acacia National High School	3
426	NCR	Malabon City	500337	Catmon IS	3
427	NCR	Manila	305311	Manila High School	3
428	NCR	Manila	305297	Manuel L. Quezon High School	3
429	NCR	Manila	305298	Florentino Torres High School	3
430	NCR	Manila	500567	F. G. Calderon Elementary School	3
431	NCR	Manila	305295	Lakan Dula High School	3
432	NCR	Manila	305294	Jose P. Laurel High School	3



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433	NCR	Manila	500566	T. Paez Integrated School	3
434	NCR	Manila	305288	Dr. Juan G. Nolasco High School	3
435	NCR	Manila	305292	Antonio J. Villegas Vocational High School	3
436	NCR	Manila	305291	Tondo High School	3
437	NCR	Manila	305290	Gregorio Perfecto High School	3
438	NCR	Manila	305296	Pres. Sergio Osmena, Sr. High School	3
439	NCR	Manila	305299	Dona Teodora Alonzo HS	3
440	NCR	Manila	305302	Jose Abad Santos High School	3
441	NCR	Manila	305303	Raja Soliman Science and Technology High School	3
442	NCR	Manila	305301	Ramon Avanceña High School	3
443	NCR	Manila	305315	Victoriano Mapa High School	3
444	NCR	Manila	305304	Esteban Abada High School	3
445	NCR	Manila	305307	Claro M. Recto High School	3
446	NCR	Manila	305306	Ramon Magsaysay High School	3
447	NCR	Manila	305308	Valeriano E. Fugoso Memorial High School	3
448	NCR	Manila	500568	Antonio A. Maceda Integrated School	3
449	NCR	Manila	305317	Elpidio Quirino High School	3
450	NCR	Manila	305312	Manila Science High School	3
451	NCR	Manila	305318	Manuel A. Roxas High School	3
452	NCR	Manila	305309	M.Araullo High School	3
453	NCR	Manila	319401	Pres. Corazon C. Aquino High School	3
454	NCR	Manila	305313	I. Villamor High School	3
455	NCR	Manila	305310	Carlos P. Garcia High School	3



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457	NCR	Manila	305319	Eulogio Rodriguez Vocational High School	3
458	NCR	Marikina City	305399	Tañong HS	3
459	NCR	Marikina City	305401	Marikina Science HS	3
460	NCR	Marikina City	305402	Malanday National High School	3
461	NCR	Marikina City	319903	Barangka NHS	3
462	NCR	Marikina City	319904	Kalumpang National High School	3
463	NCR	Marikina City	319905	San Roque National High School	3
464	NCR	Marikina City	319906	Sto. Nino National High School	3
465	NCR	Marikina City	319907	Jesus Dela Peña National High School	3
466	NCR	Marikina City	305398	Marikina HS	3
467	NCR	Marikina City	305400	Marikina Heights NHS	3
468	NCR	Marikina City	305404	Parang HS	3
469	NCR	Marikina City	305630	SSS National High School	3
470	NCR	Marikina City	319901	Nangka HS	3
471	NCR	Marikina City	319902	Fortune High School	3
472	NCR	Marikina City	500052	Concepcion Integrated School	3
473	NCR	Pasig City	305413	Rizal High School	3
474	NCR	Pasig City	305414	Sagad High School	3
475	NCR	Pasig City	305415	Kapitolyo High School	3
476	NCR	Pasig City	305417	Pinagbuhatan High School	3
477	NCR	Pasig City	305419	Santolan High School	3
478	NCR	Pasig City	305420	Sta. Lucia High School	3
479	NCR	Pasig City	305422	Rizal Experimental Station And Pilot School for Cottage Industries (RESPSCI)	3



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Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

480	NCR	Pasig City	320101	Pasig City Science HS	3
481	NCR	Pasig City	320102	Nagpayong High School	3
482	NCR	Pasig City	340655	Ugong Pasig National High School	3
483	NCR	Pasig City	305416	Eusebio High School	3
484	NCR	Pasig City	305418	Manggahan High School	3
485	NCR	Pasig City	305878	Dela Paz High School	3
486	NCR	Valenzuela City	305437	Dalandanan National High School	3
487	NCR	Valenzuela City	305439	Canumay West National High School	3
488	NCR	Valenzuela City	305440	Lawang Bato National High School	3
489	NCR	Valenzuela City	305441	Valenzuela National High School	3
490	NCR	Valenzuela City	305446	Sitero Francisco Memorial National High School	3
491	NCR	Valenzuela City	305567	Lingunan National High School	3
492	NCR	Valenzuela City	305568	Paso De Blas National High School	3
493	NCR	Valenzuela City	305706	Malanday National High School	3
494	NCR	Valenzuela City	305707	Veinte Reales National High School	3
495	NCR	Valenzuela City	320401	Valenzuela City School of Mathematics and Science	3
496	NCR	Valenzuela City	320402	Vicente Trinidad National High School (Punturin NHS)	3
497	NCR	Valenzuela City	320403	Mapulang Lupa National High School	3



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