



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE CARAGA
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AUGUST 1 2025

REGIONAL MEMORANDUM

No. 0793, s. 2025

To: Schools Division Superintendents
Chief Education Supervisors (CLMD, HRDD, QAD)
CLMD Education Program Supervisors (English, Science, Math)
All Others Concerned

**BENCHMARKING VISIT TO VIETNAM: ADVANCING CURRICULUM INNOVATION,
DIGITAL LEARNING, AND ASSESSMENT SYSTEMS FOR CARAGA REGION**

1. The Department of Education - Region XIII (Caraga) has been invited by FPT IS Company Limited to participate in a Benchmarking Visit to Vietnam, scheduled for **August 25-28, 2025**. This educational undertaking aims to observe FPT's innovative approach to K-12 and higher education, engage with departments focusing on curriculum innovation, digital infrastructure, and assessment systems, and discover actionable insights that may be adopted to strengthen local education initiatives.
2. This benchmarking visit seeks to:
 - a. observe FPT's innovative approach to K-12 and higher education systems;
 - b. engage with departments focusing on curriculum innovation, digital infrastructure, and assessment systems;
 - c. discover actionable insights that may be adopted to strengthen local education initiatives in DepEd Caraga;
 - d. foster global partnerships and collaboration in educational innovation; and
 - e. examine best practices in integrating current industry-required skills and digital tools into the academic setting.
3. Attached herewith is the official invitation letter from FPT IS Company Limited dated July 22, 2025, detailing the comprehensive itinerary and sponsorship arrangements. The invitation provides different levels of sponsorship for the participants as specified in the invitation letter.
4. The following officials from DepEd Region XIII (Caraga) are invited to participate in this benchmarking visit:

Full Sponsorship Recipients:

- **Maria Ines C. Asuncion**, Director IV, Regional Director
- **Rhea J. Yparraguirre**, Education Program Supervisor - Mathematics, CLMD

Partial Sponsorship Recipients (airfare not included):

- **Bernabe L. Linog**, Chief Education Supervisor - CLMD
- **Marlyne M. Villareal**, Chief Education Supervisor - QAD
- **Flordelisa R. Dalin**, Chief Education Supervisor - HRDD
- **Kevin Hope Z. Salvaña**, Education Program Supervisor - Science, CLMD
- **Gladys S. Asis**, Education Program Supervisor - English, CLMD
- **Rowena C. Egay**, Division Planning Officer III, Butuan City Division
- **Twelve (12) Schools Division Superintendents**

Note: Participants under partial sponsorship must secure separate funding for roundtrip airfare Manila-Hanoi-Manila and ensure compliance with government travel regulations.

5. For coordination and additional information regarding this benchmarking visit, please contact:

Rhea J. Yparraguirre

Education Program Supervisor - Mathematics
Curriculum and Learning Management Division
Department of Education - Caraga
Email: rhea.yparraguirre@deped.gov.ph

6. All participants are hereby directed to comply with the following requirements for official foreign travel as mandated by **DepEd Order No. 043, s. 2022** (Omnibus Travel Guidelines for All Personnel of the Department of Education) and **DepEd Order No. 046, s. 2022** (Amendments to DepEd Order No. 043, s. 2022):

a. Minimum Conditions for Authorized Official Travel:

- The trip is highly relevant to basic education and complies with international commitment/contractual obligation.
- The trip is essential to the effective performance of official mandate or functions.
- The projected expenses are not excessive and involve minimum expenditure.
- The presence of the official is critical to the outcome of the activity.
- The absence will not hamper operational efficiency of the office.
- Expenses are included in the approved Work and Financial Plan.

b. Required Supporting Documents for Travel Authority Application:

- Signed invitation from FPT IS Company Limited
- Approved Activity Request (AR)/Authority to Conduct (ATC) or Proof of Source of Funds

For partial sponsorship recipients:

- Additional proof of funding for roundtrip airfare
- Itinerary of Travel
- Written justification explaining compliance with minimum conditions and why alternatives to travel are insufficient
- Certificate of No Pending Case
- For Division Chiefs and higher: Draft Special Order designating Officer-in-Charge
- Clearance from International Cooperation Office (ICO) for foreign travel invitations

c. Approval Process:

- Foreign travel authority requires approval from the Undersecretary for Governance and Field Operations

d. Pre-Departure Requirements:

- Complete pre-departure expenses processing (not exceeding P 3,500.00)
- Ensure compliance with **Republic Act No. 10173** (Data Privacy Act of 2012)
- Obtain appropriate travel documents
- **For partial sponsorship recipients:** Secure confirmed roundtrip airfare Manila-Hanoi-Manila through government funds or other authorized sources

e. Post-Travel Obligations:

- Submit comprehensive post-travel report within **one calendar month** after return
- Report must include: activity description, objectives, highlights, benefits gained, commitments made, and policy recommendations
- Conduct dissemination activities to share insights and learnings with division/regional personnel

f. Financial Arrangements:

The invitation from FPT IS Company Limited provides different levels of sponsorship for participants:

Full Sponsorship (for Regional Director Maria Ines C. Asuncion and EPS Rhea J. Yparraguirre):

- Roundtrip Airfare Manila-Hanoi-Manila
- 2 Nights Hotel Accommodation in Hanoi
- Meals and Transportation during the trip
- Meetings/Site Visits with key partners and institutions

Partial Sponsorship (for eighteen (18) other invited participants - learning areas supervisors and Schools Division Superintendents):

- 2 Nights Hotel Accommodation in Hanoi
- Meals and Transportation during the trip
- Meetings/Site Visits with key partners and institutions
- **Note: Airfare NOT included and must be sourced separately**

For participants under partial sponsorship, roundtrip airfare Manila-Hanoi-Manila and other non-covered expenses shall be charged against local funds or other sources of funds available, subject to standard government accounting and auditing rules and regulations. All participants must ensure compliance with government travel expense regulations and proper liquidation procedures.

g. Legal and Policy Compliance: All participants must comply with:

- **Republic Act No. 9184** (Government Procurement Reform Act)
- **Executive Order No. 77, s. 2019** (Austerity and Fiscal Conservation)
- **Republic Act No. 8525** (Adopt-a-School Act of 1998)
- All applicable foreign travel regulations and diplomatic protocols

7. Immediate dissemination of and strict compliance with this Regional Memorandum is hereby directed. All concerned officials are instructed to coordinate with the Regional Office for proper documentation and compliance with travel requirements.

MARIA INES C. ASUNCION
Director IV
Regional Director

Encl.: As stated

Reference: DepEd Orders: Nos. (043, s. 2022; 046, s. 2022)

To be indicated in the Perpetual Index
under the following subjects:

ASSESSMENT CURRICULUM OFFICIALS TRAVEL

CLMD/rjy
07/31/2025

July 22, 2025

Dr. Maria Ines C. Asuncion, CESO IV
Regional Director
Department of Education – Region XIII (Caraga)
Rosales Ave., Butuan City

Dear Dr. Asuncion,

We are FPT IS, one of Vietnam's leading technology and education innovators. We are honored to invite you to join an upcoming Benchmarking Visit to Vietnam scheduled on **August 25 to 28, 2025**.

FPT manages a dynamic educational ecosystem that includes FPT University, K-12 schools, and dedicated innovation hubs that blend technology, industry alignment, and 21st-century education principles. We would like to introduce our success in integrating current industry required skills and digital tools into the academic setting.

- Observe FPT's innovative approach to K–12 and higher education
- Engage with departments focusing on curriculum innovation, digital infrastructure, and assessment systems
- Discover actionable insights that may be adopted to strengthen local education initiatives

We would also like to extend this invitation to **Ms. Rhea Yparraguirre**, whose participation would contribute valuable insights and future initiatives for DepEd Region XIII. We believe this visit will be highly beneficial for both sides for fostering global insights.

This fully sponsored initiative will include:

- *Roundtrip Airfare – Manila-Hanoi-Manila
- * 2 Nights Hotel Accommodation in Hanoi
- * Meals and Transportation during the trip
- *Meetings/Site Visits with key partner and institutions

We would like to extend this opportunity to invite our School Division Superintendent, CLMD and other learning areas supervisors.

This invitation sponsor will include:

- * 2 Nights Hotel Accommodation in Hanoi
- * Meals and Transportation during the trip
- *Meetings/Site Visits with key partner and institutions

Kindly confirm your attendance to participate to algrace.a@sprinstagetechnology.ph

Warmest regards,



Hoa Chu Khanh
FPT IS – Executive Vice President & Director of Global Sector