



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM

No. 129 , s. 2026

February 9, 2026

**HALF-DAY TRAINING ON UBE (UBI) PLANTING AND PRODUCTION FOR SCHOOL
PROJECT IMPLEMENTATION**

**To: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Public Elementary and Secondary School Heads
All Others Concerned**

1. This memorandum is issued to inform all public Elementary and Secondary School Heads of the conduct of a **Half-Day Training on Ube (Ubi) Planting and Production** in preparation for the implementation of the Division-wide **Pista Sa Ube: Kahibalo ug Kultura** project.
2. The training shall be conducted as follows:
 - ***Date:** February 13, 2026
 - ***Venue:** Tagbilaran City Central Elementary School Covered Court
 - ***Time:** Half-day schedule (Afternoon Session-1:00PM)
3. Participants to this activity are the following:
 - ***School Ube Project Focal Person**, and
 - ***One (1) EPP/TLE-Agriculture Teacher per school**
4. Attendance of the identified participants is highly encouraged to ensure proper implementation of ube planting and production activities in schools.
5. The training will be facilitated by **Mrs. Pablita R. Cabarles, Master Teacher I, Manga National High School**, who will share technical inputs on ube planting, containerized production, and basic management practices suitable for school-based agriculture.
6. Expenses relative to participation in this training such as transportation and meals shall be **chargeable against School MOOE or other available school funds**, subject to the usual auditing and accounting rules and regulations.
7. Attached to this memorandum is the **Timeline of Ube Project Implementation** for guidance and reference of all participating schools.
8. Immediate dissemination of this memorandum and compliance by all concerned are desired.

WILFREDA D. BONGALOS, PhD, CESO V
Schools Division Superintendent

WDB/JAAL/CID/JTB/jcb



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(Incl. 1)

UBE (UBI) PROJECT IMPLEMENTATION TIMELINE

DATE	ACTIVITIES	OBJECTIVES VERIFIABLE INDICATORS	RESPONSIBLE PERSONS	BUDGETARY REQUIREMENTS
January 5, 2026	1.Crafting of Concept Paper on UBI Project	Concept Paper made	Joseph C. Barrete	None
January 7, 2026	2.Presentation and Approval of Concept paper to SDS	Approved Concept Paper by SDS	SDS Dr. Wil Bongalos, Joseph C. Barrete-EPP/TLE EPSvr	None
January 8, 2026	3.Crafting and Approval of Division Memorandum No. ___ s. 2026	Approved Division Memo No. ___ s. 2026	SDS, EPP/TLE EPSVR	None
January 23, 2006	4. Orientation of UBI project to EPP/TLE/TVL Coordinators	Minutes and Attendance (28 pax)	EPP/TLE/TVL Coordinators EPSvr I	None
January 26, 2026	Orientation of UBI Project to Secondary School Heads	Minutes and Attendance	Elementary School Heads, EPP/TLE EPSvr	None
February 2-6, 2026	Consultation to Elementary School Heads on UBI Project	Approval from the Elem. ES and Certificate of appearance	Elementary School Heads, EPP/TLE EPSvrl	None
February 3, 2026	Sending letter request for ube tubers/planting materials to PAO and CAVO	Received letter, appearance	SDS, EPP/TLE EPSvr I	P200.00
Feb 13, 2026	Training on Ubi Production	Attendance Sheet, Appearance	EPP/TLE EPS, Ubi Focal Persons, EPP/TLE teachers	20,000.00
March 3, 2026	UBI PROJECT LAUNCHING	Memorandum Program Attendance	SDS, EPP/TLE EPSvrl, School Heads EPP/EPP/TVL Coordinators	None
January to February 2026	Identification of spaces. Gather of planting materials	Identified spaces and Available planting materials	School Heads EPP/TLE/TVL Coordinators	None
March 5-6, 2026	Planting of UBI tubers and orientation of learners on care and maintenance	Planted and Growing Ube Tubers	School Heads Teachers Learners SPTA	None
May 21 - 22, 2026	Training of EPP/TLE/TVL Teachers on Ube Lesson Integration	Certificates, Attendance	SDS, EPP/TLE EPSvrl, EPP/TLE/TVL Project Implementers	Ph60,000.00
May 2026	First Monitoring (1 st /Initial Judging)	Records, Appearance	TWG, SHs, EPP/TLE EPSvr	Ph8,000.00
August 2026	Second Monitoring (2 nd /Initial Judging)	Records	TWG, SHs, EPP/TLE EPSvrl	Ph 8,000.00
First Week of Nov. 2026	Evaluation & Final Judging Of the diff. Contests	Evaluation Sheets Results	TWG EPP/TLE EPSvrl	Ph10,000.00
November 28, 2026	Pista sa Ube & Awarding of Winners	Plaques, Certificates, Program, Attendance Sheets	SDS, TWG SHs, Teachers, Learners	Ph120,000.00