



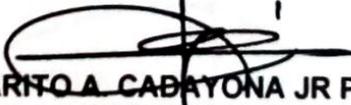
Republic of the Philippines  
**Department of Education**  
REGION VIII  
SCHOOLS DIVISION OF CALBAYOG CITY

**Advisory No. 011 s. 2026**  
March 3, 2026

**SIXTH NATIONAL ASSEMBLY AND CAPACITY DEVELOPMENT SEMINAR**

1. In reference to Advisory No. 033, s. 2026, all concerned are hereby informed of the conduct of the **Sixth National Assembly and Capacity Development Seminar** organized by the National DepEd Senior Bookkeepers Association (NDSBA) with emphasis that the advisory is issued **not for endorsement but for information only** of DepEd officials and personnel. The activity will be held on April 15–17, 2026 at the Paradise Garden Hotel and Convention Center, Boracay Island.
2. The seminar aims to enhance the competencies of participants and keep them abreast of current financial and budgetary updates relevant to school operations. It also seeks to contribute to continuous school improvement efforts and promote holistic and healthier well-being through integrated wellness activities incorporated in the program.
3. Those invited to participate include Administrative Assistant III (Senior Bookkeeper), Accountant I, Administrative Officer II (Disbursing Officer), Administrative Assistant II, Accounting Clerks, and other interested personnel.
4. The Office emphasizes that participation in the said activity is purely voluntary and shall be governed by existing DepEd policies, rules, and regulations. Attendance must have the prior approval of the concerned School Head or Immediate Supervisor. Participation in this event shall be on **OFFICIAL TIME ONLY** likewise, attendance shall not in any way disrupt regular office operations, or the continuous delivery of services to stakeholders.
5. For guidance and reference, attached is Advisory No. 033, s. 2026.
6. Immediate dissemination of this Advisory to all concerned personnel is hereby directed.



  
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Advisory No. **033**, s. 2026

February 4, 2026

In compliance with DepEd Order (DO) No. 8, s. 2013  
this advisory is issued not for endorsement per DO 28, s. 2001,  
but only for the information of DepEd officials,  
personnel/staff, as well as the concerned public.  
(Visit [www.deped.gov.ph](http://www.deped.gov.ph))

## SIXTH NATIONAL ASSEMBLY AND CAPACITY DEVELOPMENT SEMINAR

The National DepEd Senior Bookkeepers Association (NDSBA) Inc. will conduct its Sixth National Assembly and Capacity Development Seminar at the Paradise Garden Hotel and Convention Center, Manggayad, Boracay Island, Malay, Aklan, on April 15-17, 2026.

The activity aims to help the participants to

1. enhance their competencies and keep them abreast of current financial and budgetary updates, to help them effectively and efficiently carry out their duties and responsibilities;
2. contribute to school improvement by identifying issues and conflicts and determining appropriate resolutions to make implementation more responsive to the delivery of services to teachers and learners;
3. understand and receive assistance on issues concerning the general welfare, privileges, and benefits of senior bookkeepers and other school personnel;
4. foster a holistic and healthier lifestyle and well-being through wellness activities that ultimately reduce stress and increase productivity; and
5. share visions regarding the long-term goals of the association and conduct the Annual National General Assembly.

Administrative Assistant III (as Senior Bookkeeper), Accountant I, Administrative Officer II, Administrative Assistant II, Disbursing Officer II, Accounting Clerk, members of the Technical Working Group, and other interested personnel from elementary and secondary schools and division offices nationwide are invited to take part in this event.

For registration and detailed instructions, interested participants may visit <https://seminar.ndsba.com.ph>. Registration closes on April 4, 2026.

**Participation of accountants, bookkeepers, budget officers, disbursing officers, and other finance personnel must comply with the guidelines outlined in OUF-2023-0282, titled Advisory on Attendance of Finance Staff to Professional Workshops, Conferences, and Other Gatherings Sponsored by Government, Non-Government, and Private Institutions.**

For more information, please contact:

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# The 6<sup>th</sup> National Assembly and Capacity Development Seminar

was made possible through the issuance of DepEd Advisory No. 033, s. 2026 dated Feb. 4, 2026

## IMPORTANT

- All participants shall register only if you already have the proof of payment of the registration fee.
- If the registration fee belongs to several participants, they should register individually and upload the same attachment, the proof of payment should include the names of those included participants.
- Participants who will avail of the discounted rate should be able to register online on or before March 23, 2026, 5:00 pm. Otherwise, regular rate applies.
- Registration ends on April 4, 2026, 5:00 pm. There shall be no extension for us to be able to secure the exact meals, kits and shirts.
- Be sure to check your details before submission and avoid duplicate registration. Official list of participants will be posted on the website.
- The first 150 participants to register shall receive a refund of P200 at the venue.
- 6<sup>th</sup> National Assembly for better, enjoy together and let's meet each other.



# 6<sup>th</sup> National Assembly & Capacity Development Seminar



Paradise Garden  
Hotel & Convention Center  
Manggayad, Boracay Island, Malay Aklan  
April 15-17, 2026