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Republic of the Philippines  
**Department of Education**

Region 1  
**SCHOOLS DIVISION OF CITY OF SAN FERNANDO (LA UNION)**

**DIVISION MEMORANDUM**

DM No. 140, s. 2025

FEB 28 2025

TO: All Public Elementary and Secondary School Heads  
All School Learning Action Cell (LAC) Focal Person


FROM: **SHEILA MARIE A. PRIMICIAS, EdD, CESO VI**  
Schools Division Superintendent

SUBJECT: Submission of School Learning Action Cell (LAC) Proposal/Plans, and  
Accomplishment Reports

Date: February 28, 2025

**PARTICULARS**

1. As stated in DepEd Order No. 35, s. 2016, Learning Action Cell (LAC) is a session conducted by group of teachers who engage in collaborative learning sessions to solve shared challenges encountered in school.
2. Relative to this, the Office requests all School Heads and or School LAC Focal Person to submit LAC proposals and accomplishment reports through the designated link provided below:  
<https://drive.google.com/drive/folders/1ZOurIVM17how8OOkLZ4nZmSPrBCI8LE7>
3. This is to lessen paper usage, streamline the process of documentation, and promote digital efficiency within our Schools Division, and facilitate a more organized system for tracking and monitoring of LAC activities.
4. Compliance to this memorandum is highly enjoined.

  
**SHEILA MARIE A. PRIMICIAS, EdD, CESO VI**  
Schools Division Superintendent