



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

September 30, 2024

DIVISION MEMORANDUM

No. 280, s. 2024

**CAPACITY BUILDING-CUM-WORKSHOP ON THE IMPLEMENTATION AND
QUALITY ASSURANCE OF SCHOOL-LED PD PROGRAMS**

To: Assistant Schools Division Superintendent
Schools Governance and Operations Division Chief
Curriculum and Implementation Division Chief
Education Program Supervisors
Public Schools District Supervisors/Principals In-Charge
Public Elementary and Secondary School Heads
Public Elementary and Secondary Teachers
All Others Concerned

1. Pursuant to DepEd Order No. 011, s. 2019 titled *Implementation of the National Educators Academy of the Philippines (NEAP) Transformation* and Republic Act No. 11713 or *the Excellence in Teacher Education Act* and in line with the existing guidelines on the operationalization of the Division and School-based Learning and Development System as per Division Memorandum No. 172, s. 2023, this Schools Division, through the Schools Governance and Operations Division – Human Resource Development Section (SGOD-HRDS), shall conduct the **Capacity Building-cum-Workshop on the Implementation and Quality Assurance of School-Led PD Programs** on October 7-10, 2024 at a venue to be announced in a subsequent memorandum.
2. This activity aims to:
 - a. capacitate school heads in the design, development, and delivery of competency-based, evidence-informed, and results-driven school-based professional development programs that adhere to the goal of NEAP in expanding access to professional development opportunities in schools and learning centers deeply anchored on its existing training standards and quality assurance and monitoring and evaluation mechanisms;
 - b. craft needs-based INSET/professional development plan ready for quality assurance and PRC CPD accreditation; and
 - c. foster the dedication and commitment of school heads in cultivating continuous professional development among teachers and other personnel.

3. The participants of this activity are the following:

46 District HRD Focal Persons	PD Program Pool of Evaluators:
46 School Heads (Elementary/Secondary)	Dr. Felix J. Ladeno Dr. Nelida M. Lobos Dr. Alex B. Rejuso Dr. Esther Dela Cruz Dr. Roberto T. Orias Jr. Jocelyn I. Acebuche, JD Reynel M. Ignacio Dr. Julien Tiza Madronio Dr. Evelyn J. Virtudes Dr. Michael J. Froilan

4. Participants are advised to bring the following
- laptop and extension cords for the series of workshop;
 - INSET plan (templates have been discussed during the virtual meeting on September 23, 2024 and can be accessed here: <https://bit.ly/LandDNorte>).
 - LDNA Tools, Consolidated IPD, LDNA Report, etc.
5. Attached are the Activity Matrix and Program Management Team. For confirmation of attendance, participants must register through the link: <https://bit.ly/NSCBonQA> on or before October 5, 2024.
6. A separate Memorandum shall be issued on the Call for School-led Professional Development Programs for quality assurance and prioritization of qualified PD programs, specifically for funding from the 2024 HRD Funds.
7. Expenses incurred in the conduct of this activity, including travel expenses of the participants, shall be charged against the HRD Funds or local funds, subject to the usual accounting and auditing rules and regulations.
8. Immediate dissemination of and compliance with this Memorandum are desired.

GAUDENCIO C. ALJIBE JR., PhD, CESO VI
JOIC-Schools Division Superintendent

Enclosure: As stated

References: As stated

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

NEAP
INSET

PROFESSIONAL DEVELOPMENT
PRC

QUALITY ASSURANCE

DepEd Northern Samar
RELEASED

SGOD-HRDS-PRB

By: _____



Enclosure No. 1 of DM ~~280~~ s. 2024

ACTIVITY MATRIX ON THE CAPACITY BUILDING-CUM-WORKSHOP ON THE IMPLEMENTATION AND QUALITY ASSURANCE OF SCHOOL-LED PD PROGRAMS

October 7-10, 2024

Venue: TBA

Time	Day 0	Day 1	Day 2	Day 3
7:30-8:00		Attendance Check and Preliminaries	Attendance Check and Preliminaries	Attendance Check and Preliminaries
8:00-9:00		Session 3: Introduction to PD Planning	Workshop 3: INSET Planning	Continuation of Workshop 4: Review, Evaluation, and Quality Assurance of Proposed PD and School-based INSET Plan
9:00-10:00		Workshop 1A: PD Planning		
10:00-11:00				
11:00-12:00		Workshop 2A: Presentation of PD Plans		Closing Program
Lunch Break				
1:00-2:00	Arrival/Billeting/Registration/Opening Program	Session 4: Process of Fund Utilization	Workshop 4: Review, Evaluation, and Quality Assurance of Proposed PD and School-based INSET Plan	
2:00-3:00	Opening Program	Session 5A: Planning and Designing School-based INSET		
3:00-4:00	Session 1: Professional Development Priorities	Session 5B: Monitoring and Evaluation Planning		
4:00-5:00	Session 2: NEAP Core Programs	Session 6: Quality Assurance Process and PRC Accreditation		

PROGRAM MANAGEMENT TEAM	
NAME	DESIGNATION
Dr. Gaudencio C. Aljibe Jr., CESO VI	Activity Manager
Dr. Rey F. Bulawan	Co-Activity Manager
Noe M. Hermosilla	Onsite Managers
Dr. Sylvia D. Villanueva	
Dr. Elna D. Enano	Co-onsite Manager
Deah A. Gamao	Finance Manager
Merlita B. Fajardo	QAME Manager
Dr. Elna D. Enano	Resource Persons
Lucila R. Balondo	
Peter R. Bobiles	
Dr. Mary Ann Tacmo	
Dr. Michael Jay Morales	
Pepito E. Saldo Jr.	
April D. Ballicud	HRDS Staff
Temothy Clutartio	
Wilkins Wong	



Mabini St., Brgy. Acacia, Catarman, 6400, Northern Samar

Telefax: (055) 500 9801

Email: northernssamar@deped.gov.ph

Website: <https://northernssamar.deped.gov.ph>