



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

September 30, 2024

DIVISION MEMORANDUM

No. 281, s. 2024

**CALL FOR PROFESSIONAL DEVELOPMENT PROGRAM PROPOSALS FOR
SCHOOL-LED PROFESSIONAL DEVELOPMENT 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
All Others Concerned

1. With reference to the Department of Education (DepEd) Memorandum DM-OUHROD-2024-0427 regarding the Guidelines on the Utilization of the FY 2024 Human Resource Development (HRD) Fund which requires the process of quality assurance, this Office, through the Human Resource Development Section (HRDS), calls for the submission of Professional Development (PD) Proposals for teachers for the conduct of the In-Service Training (INSET) on November 25-29, 2024.

2. In adherence to the prioritization of Program Support Funds (PSF), PD Program Proposals and topics for School-based INSET shall focus or be aligned with any of the priority programs:

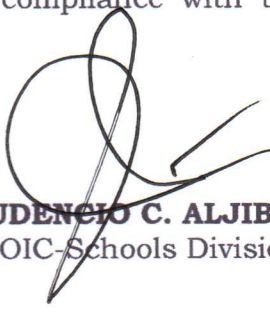
- a. conduct or implementation of Results-based Performance Management System (RPMS)-linked and needs-responsive school-based PD programs;
- b. capacity building initiatives for public school teachers and school leaders pertaining to the implementation of the MATATAG Curriculum;
- c. National Learning Camp;
- d. National Reading Program;
- e. National Mathematics Program;
- f. Inclusive Education (ALS, IP, Madrasah, SPED, etc.)
- g. Comprehensive Sexuality Education;
- h. Gender and Development;
- i. Induction Program for Beginning Teachers;
- j. Higher Order Thinking Skills – Professional Learning Packages (HOTS-PLPs) for Mathematics, Science, and English;
- k. Instructional Leadership Training (ILT): Strengthening Learning Conditions for Early Literacy; and
- l. Subject Content-based Professional Development Programs.

3. Attached are the processes involved and timetable of the quality assurance for the conduct of the school-led PD programs.

4. INSET Plans of schools which may not be part of the quality assurance for this batch due to considerations of time in the application for CPD Accreditation may still push through on the scheduled dates. Moreover, the same processes (submission and quality assurance) apply for accreditation of LAC Plans as stipulated also in

5. For inquiries and other concerns, please contact **Mr. Peter R. Bobiles**, Human Resource Development Section (HRDS) Senior Education Program Specialist (SEPS)/SDO NEAP Focal Person, through his Facebook Messenger account or through hrd.northernssamar@deped.gov.ph.

6. Immediate dissemination of and compliance with this Memorandum are desired.


GAUDENCIO C. ALJIBE JR., PhD, CESO VI
OIC-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

SGOD-HRDS-PRB

Department of Education - Northern Samar

RELEASED

129

9-30-24

Enclosure No. 1 of DM 28 s. 2024

**CALL FOR PROFESSIONAL DEVELOPMENT PROPOSALS FOR SCHOOL-LED
PROFESSIONAL DEVELOPMENT /INSET 2024 PROCESSES
INVOLVED AND TIMETABLE**

Steps	Responsible Persons	Timeline
<p>Step 1: Schools shall have conducted the following: 1. Phase IV (Development Plan) of teachers 2. Learning and Development Needs Assessment (LDNA)</p>	<p>School Heads (references and the recording of the virtual orientation conducted last September 23, 2024 are available through this link: https://bit.ly/LandDNorte)</p>	<p>Until September 30, 2024</p>
<p>Step 2: The District Head and the HRD Focal Person shall pre-identify two (2) PD Programs (preferably, 1 from Elementary [may be clustered] and 1 from Secondary] that may be subject for quality assurance.</p>	<p>School Heads District HRD Focal Persons</p>	<p>Until October 4, 2024</p>
<p>Step 3: The two (2) PD Programs identified by the District shall be brought during the Capacity Building activities on October 7-10, 2024. The basis on the prioritization shall be aligned to Paragraph 2 of this Memorandum and the readiness of the INSET Plan (initial Quality Assurance tool may be used, please refer to the link for references). The proponents shall likewise attend the activity.</p>	<p>District Head District HRD Focal Persons School Heads</p>	<p>October 7-10, 2024</p>
<p>Step 4: The proponents shall attend the Capacity Building-cum-Workshop on the Implementation and Quality Assurance of School-Led PD Programs on October 7-10, 2024. In this activity, the PD proposals shall undergo quality assurance by the set of evaluators</p>	<p>School Heads HRDS PD Proposals Quality Assurance Team</p>	<p>October 7-10, 2024</p>