

Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
SCHOOLS DIVISION OF EL SALVADOR CITY

**Office of the  
Schools Division Superintendent**

October 2, 2024

DIVISION MEMORANDUM  
No. 389, s. 2024

**PARTICIPANTS TO THE REGIONAL-LEAD WORKSHOP ON THE DESIGN,  
DEVELOPMENT, AND QUALITY ASSURANCE OF SCHOOL-BASED  
PROFESSIONAL DEVELOPMENT PROGRAMS FOR FIELD IMPLEMENTERS**

To: **ROLLY B. LABIS, EdD**, Chief SGOD  
**NINIAN A. ALCASID, PhD**, Chief CID  
**MARIE JADE A. CACAYAN, PhD**, EPS-Science  
**KAREN ROSE A. SERRANIA**, SEPS-HRD  
**MARICRIS P. QUISMUNDO**, SEPS-M&E  
**HELEN S. PALASAN, P-III**, Mohugan CS  
**MARIVIC S. TORRES, P-I**, Mohugan NHS  
**All Others Concerned**  
This Division

1. Pursuant to RM 681 and RM 704, s.2024, *Re: Regional-Led Workshop on the Design, Development, and Quality Assurance of School-Based Professional Development Programs for field Implementers*, this Office directs the above cited personnel to attend to the aforesaid activity on October 14-18, 2024 at NEAP-R10, Lapanan, Cagayan de Oro City.
2. The workshop aims to:
  - a. Conduct an inventory of existing Schools Division Office and school developed professional development programs,
  - b. Review and consolidate the results of professional development needs' assessment conducted,
  - c. Craft SDO-led professional development program proposals and school-based In-Service Training (INSET) plan, and
  - d. Evaluate proposed SDO-led professional development program proposals per DepEd Memorandum No. 044, s.2023 "Interim Guidelines for the Quality Assurance and Monitoring and Evaluation of the NEAP Core Programs" and INSET plans based on the quality standards under DM-OUHROD-2024-1576.



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




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3. This Memorandum serves as the **Official Authority to Travel** of the identified participants.
4. Further, the Office shall adhere to the Equal Opportunity Principle (EOP) in observing all policies and protocol of the said activity. Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.
5. For dissemination, guidance, and strict compliance.

  
**RANDOLPH B. TORTOLA**  
Schools Division Superintendent  


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

SGOD/KRAS/hrd

REGIONAL TRAINING  
PROFESSIONAL DEVELOPMENT PROGRAMS



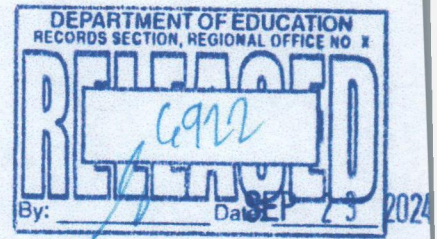
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Republic of the Philippines  
**Department of Education**  
 REGION X - NORTHERN MINDANAO



September 20, 2024

REGIONAL MEMORANDUM

No. 0704, s. 2024

CHANGE OF SCHEDULE FOR THE REGIONAL OFFICE-LED WORKSHOP  
 ON THE DESIGN, DEVELOPMENT, AND QUALITY ASSURANCE  
 OF SCHOOL-BASED PROFESSIONAL DEVELOPMENT  
 PROGRAMS FOR FIELD IMPLEMENTERS

To: Schools Division Superintendents  
 Functional Division Chiefs  
 Others Concerned

1. Regarding the issued **Regional Memorandum No. 0681, s. 2024** titled **Regional Office-Led Workshop on the Design, Development, and Quality Assurance of School-Based Professional Development Programs for Field Implementers**, the following are the changes in the schedule of activities due to the logistics and procurement concerns:

Activities	Dates		Arrival at NEAP	
	From	To	From	To
Pework Activity	September 27	October 1	September 26	September 30
Workshop on the Design, Development, and Quality Assurance of School-Based Professional Development Programs for Field Implementers	September 30-October 4	October 14-18	October 13 (evening)	

- All other provisions in the previous Memorandum remain in effect.
- This Office directs the immediate and wide dissemination of this Memorandum.

**DR. ARTURO B. BAYOCOT, CESO III**  
 Regional Director

Reference: As stated  
 To be indicated in the Perpetual Index  
 under the following subjects:

TRAINING PROGRAMS      WORKSHOPS

HRDD/becky



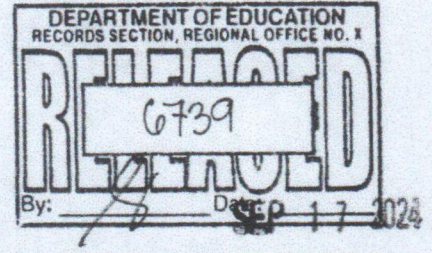
Address: DepEd Regional Office X, Zone 1, Upper Balulang, Cagayan de Oro City  
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Effectivity	01.22.24	Page	1 of 1





Republic of the Philippines  
**Department of Education**  
 REGION X - NORTHERN MINDANAO



September 17, 2024

REGIONAL MEMORANDUM  
 No. 0681, s. 2024

REGIONAL OFFICE-LED WORKSHOP ON THE DESIGN, DEVELOPMENT, AND  
 QUALITY ASSURANCE OF SCHOOL-BASED PROFESSIONAL DEVELOPMENT  
 PROGRAMS FOR FIELD IMPLEMENTERS

To: Schools Division Superintendents  
 Regional Functional Division Chiefs  
     Curriculum and Learning Management Division (CLMD)  
     Human Resource Development Division (HRDD)  
     Quality Assurance Division (QAD)  
 All Others Concerned

1. Regarding the attached **DepEd Memorandum DM-OUHROD-2024-1765**, the Regional Office X, through the Human Resource Development Division (HRDD), will conduct the **Regional Office-Led Workshop on the Design, Development, and Quality Assurance of School-Based Professional Development Programs for Field Implementers at NEAP-R10, Lapasan, Cagayan de Oro City, on September 30-October 4.**

2. The workshop aims to

- a. conduct an inventory of existing Schools Division Office- (SDO), and school-developed professional development programs;
- b. review and consolidate the results of professional development needs assessment conducted on SDO and school levels;
- c. craft SDO-led professional development program proposals and school-based In-Service Training (INSET) plan; and
- d. evaluate proposed SDO-led professional development program proposals per DepEd Memorandum No. 044, s. 2023, "Interim Guidelines for the Quality Assurance and Monitoring and Evaluation of the NEAP Core Programs" and INSET plans based on the quality standards under DM-OUHROD-2024-1576, "Guidelines on the Conduct of RO, SDO, and School-developed Professional Development Programs for FY 2024".

3. The participants shall be selected based on the designations and functional divisions/units:

Designation/Position	No. of Slot per SDO
Chief EPS - SGOD	1
Chief EPS - CID	1
EPS /PSDS	1
SEPS - HRDS	1
SEPS - M& E	1
School Heads and Head Teachers	2
<b>TOTAL</b>	<b>7</b>



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4. The pre-work activities will take place on September 27. The participants for this session are those who attended the NEAP-led capacity building (regional core team) and the program management team as identified in the terms of reference provided by DepEd Memorandum No. 044, s. 2023. They are expected to arrive at the venue by the afternoon of September 26.

Name	Position	Office/SDO
<b>Regional Core Team</b>		
1. Rebecca P. Postrano	EPS	HRDD
2. Romeo V. Balandra II	EPS	CLMD
3. Laurencia O. Llagas	EPS	QAD
4. Carmila J. Lauzon	SGOD-SEPS	Gingog City
5. Dindo M. Gabales	EPS, CID	Malaybalay City
6. Leslie C. Boles	HT3 / SIC	Misamis Oriental
7. Genevieve P. Arellano	T3/SIC	Misamis Occidental
<b>Program Management Team</b>		
1. Enerio E. Ebisa	Chief EPS	HRDD
2. Ranie Livero O. Villamin	EPS	HRDD
3. Mark John Gabule	OIC-EPS	HRDD
4. Michael Dave B. Tan	EPSII	HRDD
5. Monella C. Galos	ADAS III	HRDD
6. Shirley O. Ampo	ADA VI	HRDD

5. Workshop expenses, including board and lodging for all participants and pre-work activities, shall be charged against the Human Resource Development Program Support Fund (HRD-PSF) while the travel expenses of the participants, the regional core team, and the program management team shall be charged to MOOE/local funds, subject to the usual auditing and accounting rules and regulations.

6. The Schools Division Offices (SDOs) shall submit the list of participants via this link: <https://tinyurl.com/SchoolBasedPDP2024>.

7. For the conduct of these activities that will fall on holidays, the RO and/or SDO shall provide Compensatory Time-Off (CTO) to the participants to compensate for the time rendered that is supposed to be for personal use and rest.

8. Attached is a copy of DM-OUHROD-2024-1765 for more details.

9. This office directs the immediate and wide dissemination of this Memorandum.

  
**DR. ARTURO B. BAYOCOT, CESO III**  
Regional Director

ATCH.: As stated  
To be indicated in the Perpetual Index  
under the following subjects:

TRAINING PROGRAMS      WORKSHOPS

RE: Regional Office-Led Workshop on the Design, Development,  
and Quality Assurance of School-Based Professional  
Development Programs for Field Implementers

HRDD/becky



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Doc. Ref. Code	RO-ORD-P013	Rev	01
Effectivity	07.22.24	Page	1 of 1

