



Republic of the Philippines
Department of Education
CARAGA REGION



AUGUST 22 2025

REGIONAL MEMORANDUM

No. 0869, s. 2025

To: Schools Division Superintendents
All Others Concerned

CONDUCT OF LEADERSHIP AND MANAGEMENT TRAINING
FOR SCHOOL HEADS

1. In reference to *DepEd Order No. 24, s. 2020*, titled *National Adoption and Implementation of the Philippine Professional Standards for School Heads (PPSSH)*, this Office affirms the Department's commitment to strengthening school leadership through a clear, competency-based framework. The PPSSH serves as a public declaration of professional accountability, guiding school heads across career stages in their pursuit of excellence, continuous development, and improved learner outcomes. It is aligned with national and global education reforms, ensuring that school leadership remains responsive, inclusive, and transformative.
2. In line with this, the DepEd Regional Office, through the Human Resource Development Division, will facilitate an **Online Leadership and Management Training** for all identified school heads from **August 26 to 30, 2025**. This initiative aims to strengthen leadership competencies and enhance managerial effectiveness in alignment with the Philippine Professional Standards for School Heads (PPSSH).
3. The Resource Persons and Training Matrix are provided in **Enclosure 1**. The **allocated number of participants per Schools Division Office (SDO)** is indicated below. Each SDO must submit the nomination form or official list by August 22, 2025.

Division	Allocated Number of Participants
Agusan del Norte	53
Agusan del Sur	37
Bayugan City	9
Bislig City	7
Butuan City	21
Cabadbaran City	3
Dinagat Islands	5
Siargao	13
Surigao City	11
Surigao del Norte	48
Surigao del Sur	154
Tandag City	9

4. The official participants should register online using this link: <https://tinyurl.com/eum52p2h> on August 22, 2025.



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5. The online training sessions can be accessed via this link: <https://tinyurl.com/364vse9z>.

6. Resource persons' board and lodging expenses will be covered by NEAP Human Resource Development (HRD) Funds while the transportation, per diem and other incidental expenses will be charged SDO/school HRD or local funds subject to government accounting and auditing rules and regulations.

4. Participants and Resource Persons who attend on weekends or holidays are entitled to Service Credit (SC) or Compensatory Time-Off (CTO) as per DepEd Order 53, s. 2003.

5. All SDOs are reminded to adhere to the principles of the DepEd Caraga Equal Opportunity Principle (EOP) Policy per Regional Order No. 16, s. 2019, ensuring that no applicant is discriminated against based on sex, gender, age, civil status, religion, belief, ethnicity, or any other legally protected characteristic.

6. For questions or concerns, please coordinate with **Analou O. Hermocilla**, Education Program Supervisor, Human Resource Development Division at rneap_caraga@deped.gov.ph.

7. For immediate dissemination and appropriate action.


MARIA INES C. ASUNCION
Regional Director

Encl.: None

Reference: DepEd Order No. 24, s. 2020

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

PROGRAM TRAINING WORKSHOPS

HRDD/aoh
08/15/2025

Enclosure 1

TRAINING MATRIX
Leadership and Management Training
August 26-30, 2025

Day/Time	Activities	Responsible Persons	Method
Day 1 August 26, 2025		PMT	-Preparation and Planning
8:30AM-9:30 AM	Opening Program	Jimuel A. Diva, Isidra C. Moral, Junnah B. Tiu, Analou O. Hermocilla	
9:30-9:45 AM	HEALTH BREAK		
9:45-12:00 NOON	Discussion of Domain 1 Leading Strategically Session 1	Resource Person: JINE L. HAVANA SP II-ADS	Facilitated Sessions
12:00 NOON - 1:00 PM	LUNCH BREAK		
1:00-3:00 PM	Discussion of Domain 2 Managing School Operations and Resources Session 2	Resource Person: ALEJANDRO P. MACADATAR Chief, FTAD	Facilitated Sessions
3:00-3:15 PM	HEALTH BREAK		
3:15-6:00 PM	Con't Discussion of Domain 2 Managing School Operations and Resources Session 2	Resource Person: ALEJANDRO P. MACADATAR Chief, FTAD	Facilitated Sessions
Day 2 August 27, 2025 8:00-8:30 AM	Preliminaries MOL		
8:30-9:30 AM	Discussion of Domain 3 Focusing on Teaching and Learning Session 3	WILLY C. DUMPIT PSDS-Bislig City	Facilitated Sessions
9:30-9:45 AM	HEALTH BREAK		
9:45-12:00 NOON	Con't Discussion of Domain 3 Focusing on Teaching and Learning	WILLY C. DUMPIT PSDS-Bislig City	Facilitated Sessions

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	Session 3		
12:00-1:00 PM	LUNCH BREAK		
1:00-3:00 PM	Discussion of Domain 3 Focusing on Teaching and Learning Session 4	FLUELLYN D. COS Chief, CID, SDO, Surigao del Sur	Facilitated Sessions
3:00-6:00 PM	Discussion of Domain 3 Focusing on Teaching and Learning Session 4	FLUELLYN D. COS Chief, CID, SDO, Surigao del Sur	Facilitated Sessions
Day 3 August 28, 2025 8:00-8:30 AM	Preliminaries MOL		
8:30-9:30 AM	Discussion of RA 12009 New Government Procurement Act Session 5	PEDRO T. ESCOBARTE, JR. Assistant Regional Director	Facilitated Sessions
9:30-9:45 AM	HEALTH BREAK		
9:45-12:00 noon	Discussion of RA 12009 New Government Procurement Act Session 5	PEDRO T. ESCOBARTE, JR. Assistant Regional Director	Facilitated Sessions
12:00-1:00 PM	LUNCH BREAK		
1:00-3:00 PM	A Glimpse of the Revised Curriculum Session 6	KEVIN HOPE Z. SALVANIA Chief, CID Butuan City	Facilitated Sessions
3:00-3:15 PM			
3:15 – 6:00 PM	Con't Discussion of Domain 5 Building Connections Session 7	Resource Person: MARIA RUTH R. EDRADAN School Principal IV- Surigao City	Facilitated Sessions
Day 4 August 29, 2025 8:00-8:30 AM			
8:30-9:30 AM	Familiarization of Test Items Session 8	HECTOR DN MACALALAG ASDS-Agusan del Norte	Facilitated Sessions
9:30-9:45 AM	HEALTH BREAK		

9:45-12:00 noon	Instructional Leadership Session 9	FERNANDO A. DONES EPS-SIARGAO	Facilitated Sessions
12:00-1:00 PM	LUNCH BREAK		
1:00-3:00 PM	Test-Taking Tips/Testmanship Session 10	CORAZON P. ROA ASDS-Bayugan City	Facilitated Sessions
3:00-3:15 PM	HEALTH BREAK		
3:15 – 6:00 PM	Leadership and Management Session 11	JEANIE L. MATIVO SDS-ADN	Facilitated Sessions
Day 5 August 30, 2025 8:00-8:30 AM			
8:30-9:30 AM	Monitoring and Evaluation Session 12	JEAN B. RAMIREZ EPS, Science, Butuan City	Facilitated Sessions
9:30-9:45 AM	HEALTH BREAK		
9:45-12:00 noon	Monitoring and Evaluation Session 12	JEAN B. RAMIREZ EPS, Science, Butuan City	Facilitated Sessions
12:00-1:00 PM	LUNCH BREAK		
1:00-3:00 PM	Discussion of Domain 4 Developing Self and Others Session 13	Resource Person: CARLOS TIAN CHOW C. CORREOS SGOD Chief, SDS	Facilitated Sessions
3:00-3:15 PM	HEALTH BREAK		
3:15 – 5:00 PM	Con't Discussion of Domain 4 Developing Self and Others Session 13	Resource Person: CARLOS TIAN CHOW C. CORREOS SGOD Chief, SDS	Facilitated Sessions

LIST OF RESOURCE PERSONS

Name	Designation	Division
1. PEDRO T. ESCOBARTE, JR.	ARD	DepEd Regional Office
2. JEANIE L. MATIVO	SDS	DepEd-Agusan del Norte
3. HECTOR DN MACALALAG	ASDS	DepEd-Agusan del Norte
4. CORAZON P. ROA	ASDS	DepEd-Bayugan City
5. FLUELLYN D. COS	Chief, CID	DepEd-Surigao del Sur
6. CARLOS TIAN CHOW C. CORREOS	Chief, SGOD	DepEd-Surigao del Sur
7. KEVIN HOPE Z. SALVANIA	Chief, CID	DepEd-Butuan City
8. JEAN B. RAMIREZ	EPS	DepEd-Butuan City
9. MARIA RUTH R. EDRADAN	Principal IV	DepEd-Surigao City
10. WILLY C. DUMPIT	PSDS	DepEd-Bislig City
11. ALEJANDRO P. MACADATAR	Chief, FTAD	DepEd-Regional Office
12. JINE L. HAVANA	Principal II	DepEd-Agusan del Sur
13. FERNANDO A. DONES	EPS	DepEd-Siargao