Republic of the Philippines
Department of Education
CARAGA REGION

RECORDS SECTION, REGIONAL OFFICE
JAN 19 2023

January 18, 2023

REGIONAL MEMORANDUM
No. 0056 s., 2023

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

CORRIGENDUM TO REGIONAL MEMORANDUM NO. 0035,S. 2023 RE: CONDUCT OF ADVANCING BASIC EDUCATION IN THE PHILIPPINES (ABC+) PROJECT PROFESSIONAL DEVELOPMENT (PD) PROGRAMS UPSCALING

1. The field is hereby informed that the conduct of Advancing Basic Education in the Philippines (ABC+) Project Professional Development (PD) Programs Upscaling at NEAP- Region XII, Quirino Avenue, General Santos City is rescheduled from January 16-20, 2023 to March 6-10, 2023.

2. All other provisions in the Regional Memorandum No. 0035,s. 2023 are still in effect.

3. Wide dissemination of this Memorandum to all concerned is highly desired.

MA. GEMMA MERCADO LEDESMA
Regional Director

Encls: Training Matrix
Reference: DM-OUHROD-2022-0593 and RM No. 0035,s. 2023
To be indicated in the Perpetual Index
Under the following subject headings

TRAINING PROGRAMS WORKSHOPS

CLM/enc
01/18/2023

Address: J.P. Rosales Avenue,
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2023-01-00799

Republic of the Philippines
Department of Education
CARAGA REGION

RECORDS SECTION, REGIONAL OFFICE
JAN 11 2023

January 12, 2023

REGIONAL MEMORANDUM
No. 0035 s. 2023

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

CONDUCT OF ADVANCING BASIC EDUCATION IN THE PHILIPPINES (ABC+) PROJECT PROFESSIONAL DEVELOPMENT (PD) PROGRAMS UPSCALING

1. Attached is a Memorandum DM-OUHROD-2022-0593 dated on December 28, 2022 in the conduct of Advancing Basic Education in the Philippines (ABC+) Project Professional Development (PD) Programs Upscaling at NEAP- Region XII, Quirino Avenue, General Santos City on January 16-20, 2023.

2. For the NTOT, the cost of the board and lodging of the participants shall be charged against FY 2022 NEAP HRD funds while travel expenses shall be charged to local funds subject to the usual accounting, budgeting, auditing rules and regulations.
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3. Please see attached Memo for the list of participants and training matrix and advisory for more information.

4. Wide dissemination of this Memorandum to all concerned is highly appreciated.

MA. GEMMA MERCADO LEDESMA
Regional Director

Encls: Training Matrix and Advisory
Reference: DM-OUHROD-2022-0593
To be indicated in the Perpetual Index
Under the following subject headings

ADVANCING BASIC EDUCATION IN THE PHILIPPINES (ABC+) PROJECT PROFESSIONAL DEVELOPMENT (PD) PROGRAMS UPSCALING

CLM/enc
01/12/2023

Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 342-8207
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph

2023-01-00558

Inclusive Dates	Day 0	Day 1	Day 2	Day 3	Day 4	Day 5
	S	M	Tu	W	Th	F
Breakfast		✓	✓	✓	✓	✓
AM Snacks		✓	✓	✓	✓	✓
Lunch		✓	✓	✓	✓	
PM Snacks	✓	✓	✓	✓	✓	
Dinner	✓	✓	✓	✓	✓	

b. Regional Training of Trainers (RTOT)

Cluster	Date	Venue
1 – South Luzon (Regions IV-A, IV-B, V, and NCR)	1st to 3rd Quarter of 2023	c/o Regional Offices
2 – Visayas (Regions VI, VII, and VIII)		
3 – Mindanao (Regions IX, X, XI, XII, and CARAGA)	2nd to 4th Quarter of 2023	
4 – North Luzon (Regions I, II, III, and CAR)		

c. Division Rollout

Cluster	Date	Venue
1 – South Luzon (Regions IV-A, IV-B, V, and NCR)	3rd Quarter of 2023 to 1st Quarter of 2024	c/o Schools Division Offices
2 – Visayas (Regions VI, VII, and VIII)		
3 – Mindanao (Regions IX, X, XI, XII, and CARAGA)	4th Quarter of 2023 to 2nd Quarter of 2024	
4 – North Luzon (Regions I, II, III, and CAR)		

d. In lieu of conducting RTOT and Division Rollouts, the region may conduct a massive Regional Rollout. However, this activity must be properly communicated to NEAP-CO through the assigned focal person. Moreover, the downloaded funds

must be utilized accordingly following the usual accounting and auditing rules and regulations.

2. In support to the conduct of the above activities, the following activities will also be conducted:

a. Technical Assistance Sessions on Development and Critique of Project Initiative Plans

Cluster	Expected Attendees	Date	Modality
Cluster 2 & 3 (South Luzon and Visayas)	Regional Delegation (HRDD/NEAP-R, CLDM, and National Trainers)	February 16, 2023	Online (Zoom meeting link will be sent via participants' registered DepEd email in the PDIS)
Cluster 4 & 1 (Mindanao and North Luzon)		April 13, 2023	

b. Quarterly Meeting Re: Status of Project Initiative Plan

Cluster	Expected Attendees	Date	Modality
Cluster 2 & 3 (South Luzon and Visayas)	Regional Delegation (HRDD/NEAP-R, CLDM, and National Trainers)	Quarter 1 - March 29, 2023 Quarter 2 - June 28, 2023 Quarter 3 - September 27, 2023 Quarter 4 - December 6, 2023	Online (Zoom meeting link will be sent via participants' registered DepEd email in the PDIS)
Cluster 4 & 1 (Mindanao and North Luzon)			

3. The indicative program of activities and specific time of the conduct of these activities will be sent through the participants' registered DepEd email in the PDIS.

4. In recognition of Project Initiative Plan Completers and Implementers, a Learning Conference will be held. Details of this activity will be issued in a separate memorandum.

Expected Attendees	Date	Venue
• Regional Core Management Team (HRDD/NEAP-R and CLMD) • One Project Initiative Plan Implementer per Region	November 13-17, 2023	NEAP Baguio Facility
• National Trainers • Regional Trainers • Education Program Supervisors (K to 3) • Education Program Supervisors (English)	December 04-06, 2023	Through NEAP FB and National Education Portal (NEP) *Certificate of Participation will be issued upon attendance and

• Education Program Supervisors (Filipino) • Elementary School Heads • Reading and Literacy Coordinators		completion of the NEP check-in and check-out assessment

5. For seamless program implementation, the following guidelines must be strictly observed:
   a. Professional Development Information System (PDIS)
      i. The Regional Information Technology Officer (ITO) and/or their alternate that attended the training will be given role access to the system. Moving forward to the program implementation in the Division level, the Regional ITO may request NEAP-CO to provide the role access to the Division ITO.
      ii. The functions of PDIS to be used are the following:
         1. Pre-test and post test
         2. Attendance Log-in and Log-out
         3. Activity and Facilitators' Evaluation
         4. Participant's Portfolio Submission
         5. Issuance of E-copies of Certificates

   b. Regional Training of Trainers (RTOT)
      i. Before the conduct of the RTOT, the Regional Core Management Team (RCMT) will prepare the Regional Program Implementation Plan (PIP) as well as the Professional Regulations Commission (PRC) application form for Continuing Professional Development Accreditation System (CPDAS).
         1. For regions that are CPD providers, they are directed to process the PRC application in a timely manner before the conduct of RTOT.
         2. For regions that are non-CPD providers, they are directed to send the PRC application documents to NEAP-CO through the assigned NEAP program manager 45 days prior the scheduled conduct of the RTOT for processing in PRC.

      The Regional PIP will be transmitted to the assigned NEAP program manager for the schedule of the progress monitoring.
      ii. During the conduct of the RTOT, the NEAP program management team will conduct the progress monitoring as scheduled in the Regional PIP.
      iii. After the conduct of the RTOT, the RCMT will prepare the necessary completion reports (i.e., NEAP and PRC) to be transmitted to the concerned office 10 days after the program completion.

   c. Division Rollout
      i. Before the conduct of the Division Rollout, the RCMT will conduct a planning meeting with the Division Core Management Team (DCMT) to provide guidance on the conduct of the activity.
      ii. Before the conduct of the Division Rollout, the RCMT will assist the DCMT in PRC accreditation.
         1. For CPD providers, they are directed to process the PRC application.
         2. For non-CPD providers, they are directed to assist with the accomplishment of the PRC application forms and coordinate with NEAP-CO through the assigned NEAP program manager 45 days prior the scheduled conduct of the Division Rollout for processing in PRC.
      iii. During the conduct of the Division Rollout, the NEAP program management team together with the select members of the RCMT will conduct the progress monitoring.

iv. After the conduct of the Division Rollout, the DCMT will prepare the necessary completion reports (i.e., NEAP and PRC) to be transmitted to the concerned offices 10 days after the program completion.

d. Massive Regional Rollout will follow the same courses of action with the RTOT.

e. Project Initiative Plan (PIP)
   i. National Training Level
      1. Participants of the National Training of Trainers (NTOT) will have their PIPs scrutinized by the ABC+ consultants after which it will be continuously improved and later approved by their Schools Division Superintendent (SDS) if division or school level implementation and their Regional Director (RD) if regional level implementation.
      2. Development and implementation of the NTOT participant's PIPs will be shared during the quarterly meeting.
   ii. Regional Training Level
      1. The National Trainers through the leadership of the RCMT will conduct quarterly meetings with the RTOT or Massive Regional Rollout participants to check on their progress and provide necessary technical support.
      2. Participants of the Regional Training of Trainers (RTOT) or Massive Regional Rollout will have their PIPs scrutinized by the assigned National Trainers after which it will be continuously improved and later approved by their SDS for implementation.
   iii. Division Rollout Level
      1. The Regional Trainers through the leadership of the DCMT will conduct quarterly meetings with the Division Rollout participants to check on their progress and provide necessary technical support.
      2. Participants of the Division Rollout will have their PIPs scrutinized by the assigned Regional Trainers after which it will be continuously improved and later approved by their SDS for implementation.
   iv. Do note that national, regional, and division level participants can be part of one PIP team for means of efficiency and economy of time, effort, and resources. However, for this to be effective, the regional office has to seek additional assistance from reading specialists available to them.

6. For the conduct of any of the above activities that will fall under weekends and holidays, the Regional Office and/or Schools Division Office who are in charge of the conduct of the training is requested to provide Compensatory Time-Off (CTO) to the participants and core team to compensate time rendered that is supposed to be for personal use and rest.

7. In observance of the Kirkpatrick's Model of Training Evaluation, the Monitoring and Evaluation (M&E) mechanisms are to be utilized:
   a. Level 1 (Reaction) - Activity Evaluation and Facilitators Evaluation
   b. Level 2 (Learning) - Pre and Post Test
   c. Level 3 (Behavior) - Submission of Outputs
      i. Shared Vision Statement
      ii. SMART Goals
      iii. Project Initiative Plan
   d. Level 4 (Results) - Improved Learners Outcomes through implementation of the PIP and as reflected in the Project Initiative Report (PIR)

8. Issuance of Certificates
   a. Certificate of Participation will be issued upon completion of the 5-day training (NTOT/RTOT/Division Rollout) as well as submission of required outputs per day.

Training Day	Required Output
Day 1	Shared Vision Statement
Day 2	SMART Goals
Day 3	Revised Shared Vision and SMART Goals
Day 4	Draft Project Initiative Plan
Day 5	Revised Project Initiative Plan

   This certificate shall indicate the total number of hours rendered in the 5-day training.

   b. Certificate of Completion will be issued upon submission of the finalized PIP as signed by the SDS or RD, depending on the governance level for the implementation of the PIP. Additional requirements include:
      1. 85% passing rate in the post test
      2. Complete attendance in the training
      3. Complete evaluation in the training
      4. Complete submission of outputs in the training

   This certificate shall indicate the PRC CPD units earned

   c. Certificate of Recognition will be issued upon presentation of Project Initiative Plan during the Learning Conference. Additionally, a separate Certificate of Recognition will be given to noteworthy projects presentations as evaluated by a distinct panel of experts.

9. For questions or concerns, please contact **Mr. Dustin Troy R. Joson**, Senior Education Program Specialist of NEAP-PDD via phone at (02) 8715-9919 or email at pdd.pdi@deped.gov.ph with the subject, *[Region] ABC+ PD Programs Upscaling e.g., [Region III] ABC+ PD Programs Upscaling.*

10. Immediate dissemination of and appropriate action of this memorandum are earnestly desired.

[NEAP-PDD/Joson]

Republic of the Philippines
Department of Education
CARAGA REGION

JAN 06 2023

January 6, 2023

JOHN ARNOLD S. SIENNA
Director IV
National Educators Academy of the Philippines

Sir:

Respectfully submitting the Updated List of Participants for the National Training of Trainers (NTOT) on Advancement Basic Education (ABC+) Instructional Leadership Training Upscaling Program.

CORE TEAM	
NAME OF PERSONNEL	**OFFICE**
DR. FLORDELISA R. DALIN MARIA RUTH EDRADAN (Replacement)	Chief, HRDD/Lead EPS, HRDD
DR. ELENA N. CAPANGPANGAN	CLMD - Early Education/Co-Lead
DR. MA. CONSUELO C. JAMERA	CLMD - Language-Literacy/Co-Lead
MARCELINO A. AHON JR	IT Officer
REGIONAL TRAINING TEAM	
DR. REXAN O. BOLATAOLO	Agusan del Norte
MICHAEL L. TADULAN	Agusan del Norte
LELANIE R. ABUTAY	Agusan del Sur
GERLIE Y. GEROCHE	Agusan del Sur
MA. CHRISTINA C. GALICIA	Agusan del Sur
YODELYN D. JADOL	Bayugan City
LOUELLA LUISA A. MILLAN	Bislig City
JEAN B. RAMIREZ MARIE JOY M. INTONG (Replacement)	Butuan City
ANGELIE C. ALVISO RAQUEL E. BONADOR (Replacement)	Butuan City
RACHEL ANN E. PLAZA	Cabadbaran City
DR. MILDRED C. ALBARICO	Dinagat Island

Address: J.P. Rosales Avenue,
Butuan City
Trunkline No: (085) 342-8207
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Email: caraga@deped.gov.ph

DR. FERNANDO A. DONES, JR	Siargao Islands
DR. FELIX A. BAGNOL	Surigao City
DR. ARLENE S. BOQUILON	Surigao City
LYNETTE V. JARON	Surigao Del Norte
REGEL P. POBE	Surigao Del Norte
DR. IRENE G. AJOC	Surigao del Sur
CARLOS TIAN CHOW C. CORREOS	Surigao del Sur
DR. MENERBA M. DAPAR	Surigao del Sur
FEBE S. ROMERO	Tandag City

Thank you very much.

Very truly yours,

FLORDELISA R. DALIN, EdD
Chief, HRDD

Republic of the Philippines
Department of Education
CARAGA REGION
DIVISION OF BUTUAN CITY

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ENDORSEMENT
January 4, 2022

Respectfully forwarded to **Ma. Gemma Mercardo Ledesma, CESO V,** Regional Director, DepEd Caraga, the herein replacements to participate the Conduct of Advancing Basic Education in the Philippines (ABC+) Project Professional Development (PD) Program Upskilling for Mindanao Cluster on January 16-20, 2023 at NEAP RXII, Quirino Avenue, General Santos City who were formerly endorsed to your good office. To replace Mrs. Jean B. Ramirez is Mrs. Marie Joy M. Intong, Education Program Supervisor for Kindergarten/MTB-MLE and the Division ELLN Coordinator and Mrs. Racquel E. Bonador, Master Teacher II of Libertad Central Elementary School to replace Mrs. Angelie C. Alvizo, recommending favorable action thereon.

MARILOU B. DEDUMO, PhD, CESO V
Schools Division Superintendent

DEPARTMENT OF EDUCATION
BUTUAN CITY DIVISION - RECORDS SECTION
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By:
Date: 1/10/23

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TEACHER EDUCATION COUNCIL SECRETARIAT, AND
DEPED EMPLOYEES' ASSOCIATIONS COORDINATING OFFICE

Enclosure 3

NTOT 5-day Training Matrix

Time	Day 0	Day 1	Day 2	Day 3	Day 4	Day 5
08:00 a.m. – 08:30 a.m.	Travel Time from Residence to Venue	Management of Learning	Management of Learning	Management of Learning	Management of Learning	Management of Learning
08:30 a.m. – 10:00 a.m.		**Training Groups:** Peter Senge's Characteristics of a Learning Organization	**Training Groups:** Guideline of formulating SMART Goals	**Training Groups:** Presentation of proposed shared vision and SMART goals	**Training Groups:** • Qualities of an effective leader • 3 essential components to a high-quality literacy instructional program • Overview on Domains of Literacy • Balanced Literacy Approach a Framework for Effective • Literacy	**Training Groups:** • Coaching Cycle • Coaching Model

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					instruction • Language Experience Approach as a strategy for Literacy Development	
10:00 a.m. – 10:30 a.m.	Morning Break					
10:30 a.m. – 12:00 p.m.		**Training Groups:** Shared Vision Statement on Literacy Leadership Reminders for the afternoon session	**Training Groups:** • Well-being • Social Emotional Learning (SEL) • Gender Equity and Social Inclusion (GESI) • Capacity to Care • Growth Mindset • Collaborative Problem-Solving Reminders for the afternoon session	**Training Groups:** Project Initiative Plan Content Reminders for the afternoon session	**Training Groups:** • Gender Equality and Social Inclusion guidelines for learning materials • Framework for literacy instruction • Language experience approach Reminders for the afternoon session	**Final Consultation for final draft of PIP** Closing Program **Check-Out**
12:00 p.m. – 01:00 p.m.	Lunch Break					Travel Time from Venue to Residence
01:00 p.m. – 03:00 p.m.	**Check-In** Registration	**Self-Paced Task:** Crafting of Shared Vision	**Workshop:** Development of SMART Goals	**Self-paced Work:** Revision of Shared	**Workshop:** Use of Monitoring Checklist	

				Vision and SMART Goals		
03:00 p.m. – 03:15 p.m.	Afternoon Break = Program Evaluation					
03:15 p.m. – 05:00 p.m.	• PMT Briefing (Final preparations and check) • Coordination of arrival of participants • Briefing with Regional Core Management Team and Co-Facilitators	**Consultation:** Shared Vision task	**Consultation:** SMART Goals tasks	**Self-paced Work:** Development of Project Initiative Plan	**Consultation:** Finalization of draft Project Initiative Plan	
07:00 p.m. – 08:00 p.m.	Program Management Team Debriefing					

Republic of the Philippines
Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Office of the Director

10 January 2023

ADVISORY

1. This is in reference to the schedule of the Advancing Basic Education in the Philippines (ABC+) Project Professional Development (PD) Programs Upscaling - Mindanao Cluster National Training of Trainers (NTOT) from January 16-20, 2023.

2. Due to the procurement issues experienced by the host region, NEAP would like to announce its postponement and new schedule:

Cluster	Date	Venue
Mindanao (Regions IX, X, XI, XII, and CARAGA)	March 06-10, 2023	**NEAP – Region XII** Quirino Avenue, General Santos City

3. Other provisions on board and lodging, meals, transportation expense and per diem will remain as stated in the previous issuances.

4. For questions or concerns, please contact **Mr. Dustin Troy Joson**, Senior Education Program Specialist of NEAP-PDD via phone at (02) 8715-9919 or email at ***pdd.pdi@deped.gov.ph*** with the subject line *[Region] ABC+ Planning RTOT*

For immediate dissemination.

JOHN ARNOLD S. SIENA
Director IV, NEAP