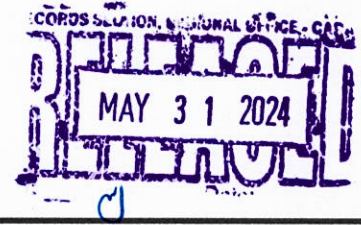




Republic of the Philippines
Department of Education
CARAGA REGION



May 30, 2024

REGIONAL MEMORANDUM
No. 0526, s. 2024

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

**WORKSHOP ON THE VALIDATION OF THE TRAINING DESIGN AND
RESOURCE PACKAGES FOR GUIDANCE DESIGNATES**

1. With reference to DM-OUHROD-NEAP-2024-040, titled Addendum to the signed Memorandum Titled Design and Development of a Specialized Training Program for Guidance Designates, a Workshop on the Validation of the Training Design and Resource Packages will be conducted on June 3-8, 2024, inclusive of travel time in NEAP-Region XII, President Quirino Avenue, General Santos City, South Cotabato.

2. Participants to this activity are the following:

Name	Position/ Designation and Station
1. Yvonne R. Avila	Education Program Supervisor in GMRC/ Val Ed/ Guidance and Counseling SDO-Cabadbaran City
2. Nancy N. Caballero, RGC	Guidance Counselor II BCSAT SDO-Butuan City

3. Travel expenses, per diem, and other incidental expenses shall be charged to the HRD Funds/ Local Funds, subject to the usual accounting and auditing rules and regulations.

4. Refer to the attached memoranda for more relevant information.

5. For information and immediate dissemination.

MARIA INES C. ASUNCION
Director III
Officer in-Charge
Office of the Regional Director

Encl/s.: AS STATED

Reference/s: DM-OUHROD-NEAP-2024-040

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

TRAINING

VALIDATION

WORKSHOP

HRDD/mmv

05/30/2024



Republika ng Pilipinas

Department of Education

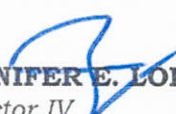
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Office of the Director

MEMORANDUM

OM-OUHROD-NEAP-2024-040

TO : Regional Directors
Schools Division Superintendents
Human Resource Development Division Chiefs
NEAP-R Focal Persons
All Others Concerned

FROM :  JENNIFER E. LOPEZ
Director IV
National Educators Academy of the Philippines

SUBJECT : ADDENDUM TO THE SIGNED MEMORANDUM TITLED
DESIGN AND DEVELOPMENT OF A SPECIALIZED TRAINING
PROGRAM FOR GUIDANCE DESIGNATES

DATE : May 9, 2024

In relation to the signed memorandum (DM-OUHROD-2024-0790) titled **Design and Development of a Specialized Training Program for Guidance Designates** dated 26 April 2024, the National Educators Academy of the Philippines (NEAP) has previously conducted workshops with DepEd representatives on drafting the training design and resource packages.

Forging ahead, the **Workshop on the Validation of the Training Design and Resource Packages** will be conducted on **June 3 – 8, 2024** inclusive of travel time in **NEAP, Region XII** (President Quirino Avenue, General Santos City, South Cotabato).

The activity aims to assess the validity and accuracy of the content of the draft resource packages that will be used in specialized training program for Guidance Designates.

This activity will be a venue to:

- present the draft resource packages to the select DepEd validators,
- assess validity and accuracy of the content using the validation tool, and
- discuss and record appropriate recommendations to enhance the draft resource packages in preparation for the pilot testing.

In this regard, we are requesting two representatives per region that are registered Guidance Counselors (RGC) or non-RGC with Guidance Counselor plantilla item,



Room 208, Mabini Building, DepEd Complex, Meralco Ave., Pasig City 1600
Telephone Nos.: (+632) 8638 8638
Email Address: neap.od@depd.gov.ph | Website: www.dep.gov.ph

Doc. Ref. Code	PAWIM-F-022	Rev	01
Effectivity	09.20.21	Page	1 of 4



and Regional Office (RO)/ Schools Division Office (SDO) EsP Supervisor preferably RGC.

Meals and accommodation of the participants shall be provided by NEAP-PDD. Board and lodging of the participants shall be charged against the NEAP Human Resource Development (HRD) Funds. On the other hand, transportation, per diem, and other incidental expenses shall be charged against HRD funds/local funds, subject to usual accounting and auditing rules and regulations. Meals will be served on Monday (Day 0) lunch, while the last meal will be AM snack. Please see the figure below.

ACCOMMS MEALS	DAY 0 (MON)	DAY 1 (TUE)	DAY 2 (WED)	DAY 3 (THURS)	DAY 4 (FRI)	DAY 5 (SAT)
Breakfast		✓	✓	✓	✓	✓
AM Snacks		✓	✓	✓	✓	✓
Lunch	✓	✓	✓	✓	✓	
PM Snacks	✓	✓	✓	✓	✓	
Dinner	✓	✓	✓	✓	✓	

The Regional Directors, through the HRDD Chief or NEAP R Focal Persons are requested to submit the name of their respective representatives using the Endorsement Letter Template provided (Enclosure 2). Kindly send the accomplished Endorsement Letter on or before May 20, 2024 (Monday) at millie.fudolig@deped.gov.ph.

All endorsed participants must register for confirmation of attendance on this link/QR Code: <https://bit.ly/ValidationGD> on or before May 24, 2024 (Friday).



All participants are required to bring their own laptop, chargers, and extension cords. Bringing of pocket WiFi is also encouraged.

Attached to this advisory are:

- Enclosure 1: Activity Matrix
- Enclosure 2: Endorsement Letter Template
- Enclosure 3: DepEd Field Writers
- Enclosure 4: Memorandum DM-OUHROD-2024-0790

Should you have questions and other concerns, please coordinate with Ms. Millie Jane T. Fudolig of NEAP-PDD through email: millie.fudolig@deped.gov.ph or telephone no.: (02) 8715-9919.

For immediate dissemination and appropriate action.

[NEAP-PDD/Lorenzo]

Enclosure 1: Activity Matrix

WORKSHOP ON THE VALIDATION OF THE TRAINING DESIGN AND RESOURCE PACKAGES FOR GUIDANCE DESIGNATES

	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5
8:00am-8:30am	Registration	Management of Learning (MOL)			
8:30am-9:00am	Opening Program	Presentation of Module 2 Review and Critiquing of Modules	Presentation of Module 4 Review and Critiquing of Modules	Presentation of Module 6 Review and Critiquing of Modules	Presentation of the consolidated comments/recommendations
9:00am-10:00am	Overview of the Training Program Q&A Session				
10:00am-10:30am	HEALTH BREAK				
10:30am-12:00nn	Presentation of the Validation Tool and mechanics of the Workshop	Continuation of Module 2 Critiquing	Continuation of Module 4 Critiquing	Continuation of Module 6 Critiquing	Agreements
12:00nn-1:00pm	LUNCH BREAK				
1:00PM-3:00pm	Presentation of Module 1 Review and Critiquing of Module 1	Presentation of Module 3 Review and Critiquing of Modules	Presentation of Module 5 Review and Critiquing of Modules	Presentation of Module 7 Review and Critiquing of Modules	Closing Program End of Day Evaluation
3:00pm-3:30pm	HEALTH BREAK				
3:30pm-4:30pm	Continuation of Module 1 Critiquing	Continuation of Module 3 Critiquing	Discussion of Module 5 by Validators	Continuation of Module 6 Critiquing	HOME SWEET HOME
4:30pm-5:00pm	End of Day Evaluation				

[NEAP-PDD/ Lorenzo]

Enclosure 2: Endorsement Letter Template

<Regional Office Header>

<Month> <day>, 2024

JENNIFER E. LOPEZ

Director IV

National Educators Academy of the Philippines – Central Office

Dear Dir. Lopez:

Respectfully submitting the list of participants to attend the Capacity Building Program for Guidance Counselors:

No.	Name	Sex	RO/SDO/ School	Position	DepEd Email
1					
2					

Thank you very much!

Sincerely yours,

<Full Name of Regional Director>

<Position>

[NEAP-PDD/Lorenzo]

Enclosure 3: DepEd Field Writers

No.	Names	School	Division	Region	Position/ Designation
1.	Ma. Kathleen Maye A. Haban	Quezon National High School	Isabela	II	Guidance Counselor III
2.	Julie E. Dangan	Morong National High School	Bataan	III	Guidance Counselor III
3.	Kurt Essa A. Rastrullo	Cabangan National High School	Legazpi City	V	Guidance Counselor II
4.	Kareen Arcenas	Cabatuan National Comprehensive High School	Iloilo	VI	Guidance Counselor III
5.	Nerizza Connie E. Camacho	Abellana National High School	Cebu City	VII	Guidance Counselor III
6.	Mark Risty S. Tan-awon	N/A	Zamboanga del Sur	IX	Guidance Counselor I
7.	Ryan A. Betoya	General Santos City SPED Integrated School	General Santos City	XII	Guidance Counselor II
8.	Harlene V. Mamiit	Rizal Experimental Station and Pilot School of Cottage Industries	Pasig City	NCR	Guidance Coordinator I

[NEAP-PDD/ Lorenzo]