



February 22, 2019



REGIONAL MEMORANDUM
No. 090 s. 2019

PARTICIPATION TO THE PERFORMANCE COACHING AND MENTORING WORKSHOP

TO: **ROMEO O. APROVECHAR, CESO VI**
Schools Division Superintendent
Butuan City Division
This Region

1. Please find attached memorandum dated January 25, 2019 from JESUS LR. MATEO, Undersecretary for Planning, BHROD and Field Operation re: Performance Coaching and Mentoring Workshop at Selah Garden Hotel, Pasay City on March 12-13, 2019.
2. Participant to the said activity is **DR. JEANNE L. MATIVO, CESE**, Assistant Schools Division Superintendent of Butuan City Division.
3. Attached hereto is a copy of the memorandum for guidance.
4. Immediate dissemination of this Memorandum is highly desired.


FRANCIS CESAR B. BRINGAS, CESO V
OIC- Regional Director

HRDD3/vcn
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DEPARTMENT OF EDUCATION
BUREAU OF HUMAN RESOURCE
AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM

TO: ALL REGIONAL DIRECTORS

FROM: **USEC. JESUS L.R. MATEO**
Undersecretary for Planning, BHROD and Field Operation

SUBJECT: Invitation for Regional Division Office (RDO) Heads to Attend
DepED 2019 Central Office Learning & Development Program
(COLDP) Courses for April 2019

DATE: 25 January 2019



As part of the Department of Education (DepED)'s support to strengthen leadership competencies of our leaders, the Bureau of Human Resource and Organizational Development (BHROD) will conduct two (2) batches of **Performance Coaching and Mentoring Workshop** at Selah Garden Hotel, Pasay City on the following dates:

Batch	Region	Date
1	I, II, III, IV, V, VI, VII, CAR	February 19-20, 2019
2	VIII, IX, X, XI, XII, CARAGA, ARMM	March 12-13, 2019

In this regard, may we invite you or three (3) representatives preferably your **assistant regional directors, chief of your functional division and one (1) schools division superintendent or assistant schools division superintendent** to participate in the workshop. Participants are requested to confirm their attendance online thru: <http://depd.in/DepEdCOLDPCoursesReg> a week before the conduct of the workshop. Attached are the details of the program, certificate of completion requirements and administrative arrangements (see Annex 1)

Board & lodging and organizers travelling expenses shall be charged against 2018 continuing Organizational and Professional Development for Non-School Personnel (OPDNSP) funds while transportation and other incidental expenses of participants shall be charged against local funds subject to the usual government accounting rules and regulations.

For any inquiry or concern, you may contact BHROD-Human Resource Development Division and look for Siljohn Rey P. Salazar through e-mail: bhrod.hrdd@depd.gov.ph or landline: (+632) 470-6630.

For your appropriate action.

[BHROD-HRDD/Salazar]

2019-02-2652



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MEMORANDUM

ANNEX 1

DepED 2019 Central Office Learning & Development Program (COLDP) 2019 Courses

Performance Coaching & Mentoring (Batch 1)
Target No. of Participants: 25 pax.
Run Date: February 18-February 21, 2019
Start of Program Proper: February 18, 2019 at 08:00am

Selah Gardens Hotel	Feb 18, 2019 Day 1	Feb 19, 2019 Day 2	Feb 20, 2019 Day 3	Feb 21, 2019 Day 4
Breakfast		✓	✓	✓
AM Snack		✓	✓	
Lunch		✓	✓	
PM Snack	✓	✓	✓	
Dinner	✓	✓	✓	
Accommodation	✓	✓	✓	

Performance Coaching & Mentoring (Batch 2)
Target No. of Participants: 26 pax.
Run Date: March 11-March 14, 2019
Start of Program Proper: March 12, 2019 at 08:00am

Selah Gardens Hotel	March 11, 2019 Day 1	March 12, 2019 Day 2	March 13, 2019 Day 3	March 14, 2019 Day 4
Breakfast		✓	✓	✓
AM Snack		✓	✓	
Lunch		✓	✓	
PM Snack	✓	✓	✓	
Dinner	✓	✓	✓	
Accommodation	✓	✓	✓	

Certificate of Completion

- 100% attendance
- Full and active participation in activities
- Submission of outputs

Certificate of Participation

- 75% attendance
- Full and active participation in activities
- Submission of outputs

[BHROD-HRDD/Salazar]