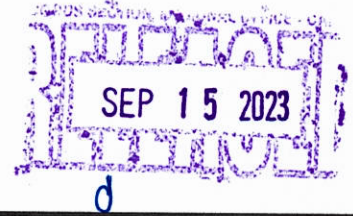




Republic of the Philippines
Department of Education
CARAGA REGION



September 14, 2023

REGIONAL MEMORANDUM
No. 0874, s. 2023

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

**CONDUCT OF THE NEAP REGIONAL OFFICES AND CENTRAL OFFICE
INTERFACE**

1. The Department of Education, through the National Educators Academy of the Philippines (NEAP) shall conduct the NEAP Regional Offices and Central Office Interface on September 25-29, 2023 at NEAP-NCR, Cepeda Street, Marikina City.
2. The activity aims to:
 - a. present the HRD Fund Management Report;
 - b. discuss the NEAP Catch-Up Plan vis-à-vis NEAP Strategic Directions/Three-Year Roadmap;
 - c. share NEAP's Program Updates; and
 - d. provide an opportunity to address and resolve issues and concerns.
3. The participants to this activity are the following:

No.	Name	Position/Designation
1	Dr. Flordelisa R. Dalin	Chief, HRDD
2	Roy S. Rele	SEPS, NEAP Caraga
3	Esmael A. Endaya	SEPS, HRD Bislig City Division

4. Board and lodging of all participants shall be charged to the HRD Current Funds. Travel expenses, per diem, and incidental expenses of regional participants shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
5. All HRD SEPS or EPS-II are directed to accomplish the online report on the FY 2023 Programs, Activities, and Projects (PAPs) via https://bit.ly/PIR_CARAGA not later than September 19, 2023.
6. Kindly refer to the attachments for more important details



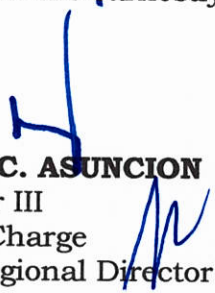
Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph
Website: <https://caraga.deped.gov.ph/>



2023-09-13675

Doc. Ref. Code	RO-ASD-F107	Rev	00
Effectivity	02.01.23	Page	1 of 3

7. Immediate dissemination and compliance to this memorandum are earnestly desired.


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

Encl/s.: DM-OUHROD-2023-1105, Advisory
Reference/s: As stated
To be indicated in the Perpetual Index
under the following subjects:

INTERFACE

PAPs

UPDATES

HRD/rsr
09/14/2023



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
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Republika ng Pilipinas
Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Office of the Director

ADVISORY

Additional Information on the Conduct of NEAP Regional Offices and Central Office Interface

With reference to DM-OUHROD-2023-1105, on the **Conduct of the NEAP Regional Offices and Central Office Interface**, this Office hereby informs all concerned personnel that the venue of the said activity to be conducted on 25 to 29 September 2023 is NEAP-NCR, Cepeda Street, Marikina City.

Additionally, the Program Management Team wishes to convey the following reminders:

1. All participants are directed to register online at <https://tinyurl.com/CO-ROInterface> on or before **20 September 2023**. Kindly ensure that the information provided are correct. Only those registered online shall be provided with room accommodations.
2. Check in time is 11:00am of 25 September 2023 (Monday), while check out is 11:00am of 29 September 2023.

Meals	Day 1	Day 2	Day 3	Day 4	Day 5
Breakfast		✓	✓	✓	✓
AM Snack		✓	✓	✓	✓
Lunch	✓	✓	✓	✓	
PM Snack	✓	✓	✓	✓	
Dinner	✓	✓	✓	✓	

3. Regional NEAP focal persons / Regional HRDD Chiefs are directed to accomplish the online report on the FY 2023 Programs, Activities, and Projects (PAPs). Each region is provided with their own link for the accomplishment report (*Enclosure 1*). Deadline for the encoding of PAPs is on **19 September 2023**. Data provided in this accomplishment report shall be the basis for the provision of technical assistance during the interface.
4. Participants are reminded to bring their maintenance medications and prescriptions. The Program Management Team cannot provide medicines that are used to treat conditions that are considered chronic or long-term, or other illnesses that require medical prescription.

For queries or other concerns, please contact Ms. Ana-Sol Reyes via email at anasol.reyes@deped.gov.ph or through landline number at (02) 8638 8638.

We look forward to your participation in this undertaking.


JENNIFER E. LOPEZ

Officer-In-Charge, Office of the Director IV

Enclosure 1

Region	Link
I	https://bit.ly/PIR_Region1
II	https://bit.ly/PIR_Region2
III	https://bit.ly/PIR_Region3
CALABARZON	https://bit.ly/PIR_Region4A
MIMAROPA	https://bit.ly/PIR_MIMAROPA
V	https://bit.ly/PIR_Region5
VI	https://bit.ly/PIR_Region6
VII	https://bit.ly/PIR_Region7
VIII	https://bit.ly/PIR_Region8
IX	https://bit.ly/PIR_Region9
X	https://bit.ly/PIR_Region10
XI	https://bit.ly/PIR_Region11
XII	https://bit.ly/PIR_Region12
CARAGA	https://bit.ly/PIR_CARAGA
CAR	https://bit.ly/PIR_CAR
NCR	https://bit.ly/PIR_NCR



Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2023-1125

TO : REGIONAL DIRECTORS
NEAP-CO DIVISION CHIEFS AND PERSONNEL
HRDD CHIEFS
NEAP-R FOCAL PERSONS
ALL OTHERS CONCERNED

FROM : GLORIA JUMAMIL-MERCADO
Undersecretary for Human Resource and Organizational Development

SUBJECT : CONDUCT OF THE NEAP REGIONAL OFFICES AND CENTRAL OFFICE INTERFACE

DATE : September 6, 2023

1. The Department of Education, through the National Educators Academy of the Philippines (NEAP) will conduct the NEAP Regional Offices and Central Office Interface on September 25-29, 2023, at a venue to be announced in an advisory.
2. The activity aims to:
 - Present the HRD Fund Management Report;
 - Discuss the NEAP Catch-Up Plan vis-à-vis NEAP Strategic Directions/Three-Year Roadmap;
 - Share NEAP's Program Updates; and
 - Provide an opportunity to address and resolve issues and concerns.
3. The participants in this activity are NEAP-Central Office personnel and three (3) representatives from each region: NEAP-R Focal Person/HRDD Chief, NEAP-R SEPS, and one SGOD-HRDS SEPS (Annex A).
4. The indicative program of activities is also enclosed for ready reference.
5. Board and lodging of all participants shall be charged to the HRD Current Funds. Travel expenses per diem and other incidental expenses of NEAP Central Office personnel will be charged against HRD Funds, while the travel expenses of regional participants shall be charged to their local funds, subject to the usual accounting and auditing rules and regulations.

6. For more information and clarifications, please contact Ms. Ana-Sol B. Reyes, Senior Education Program Specialist, through email at anasol.reyes@deped.gov.ph or at telefax number (02) 8638-8638.
7. Immediate dissemination of and strict compliance with this memorandum are directed.

NEAP/Reyes

ANNEX A: LIST OF PARTICIPANTS**NEAP REGIONAL OFFICES AND CENTRAL OFFICE INTERFACE
September 25-29, 2023**

NAME	POSITION	OFFICE
Jennifer Lopez	Director III, Officer-in-Charge, Office of the Director IV	NEAP-OD
Leah Apao	Director III	NEAP-OD
Marife Morcilla	Project Development Officer V	NEAP-PDD/EPDD
Gerald Magno	Senior Education Program Specialist	NEAP-QAMED/OUHROD
Ana-Sol Reyes	Senior Education Program Specialist	NEAP-PDD/EPDD
Anna Marie San Diego	Senior Education Program Specialist	NEAP-PDD/EPDD
Daniel Mabini	Senior Education Program Specialist	NEAP-PDD/EPDD
Rizza Pereyra	Senior Education Program Specialist	NEAP-PDD/EPDD
Richie Carla Vesagas	Senior Education Program Specialist	NEAP-PDD/EPDD
Dustin Troy Joson	Senior Education Program Specialist	NEAP-PDD/EPDD
Guillermo Nikos Telan	Senior Education Program Specialist	NEAP-PDD/EPDD
Millie Jane Fudolig	Senior Education Program Specialist	NEAP-PDD/EPDD
Anna Patricia Santos	Senior Education Program Specialist	NEAP-PDD/EPDD
Ariel Dagar	Project Development Officer IV	NEAP-QAD/QAMED
Lee Macalisang	Senior Education Program Specialist	NEAP-QAD/QAMED
Edmer Constantino	Senior Education Program Specialist	NEAP-QAD/QAMED
Alvin Fulgencio	Senior Education Program Specialist	NEAP-QAD/QAMED
Ma. Nida Caramat	Senior Education Program Specialist	NEAP-QAD/QAMED
Mark Alvin Cruz	Senior Education Program Specialist	NEAP-QAD/QAMED
John Christopher Lorenzo	Project Development Officer III	NEAP-QAD/QAMED
Eric Sarmiento	Administrative Officer V	NEAP-OD
Caroline Anne Miranda	Administrative Officer V	NEAP-OD
Mharell Deacosta	Administrative Officer V	NEAP-OD
Ma. Victoria Cervantes	Administrative Officer IV	NEAP-OD
Joel Ian Rubio	Admin. Support II	NEAP-OD
Camille Bolos	Technical Assistant II	NEAP-OD
Anabelle Laqui	Technical Assistant II	NEAP-OD
Evelyn Cruzada	Highly Technical Expert/Consultant	
Resource Person (to be identified)		
16 Regions (1 participant each)	NEAP-R Focal Persons/HRDD Chiefs	
16 Regions (1 participant each)	NEAP SEPS	
16 Regions (1 participant each)	SGOD-SEPS	
OUHROD	2 Technical Staff	

ANNEX B: INDICATIVE PROGRAM OF ACTIVITIES

NEAP REGIONAL OFFICES AND CENTRAL OFFICE INTERFACE September 25-29, 2023

Time/Day	Day 1	Day 2	Day 3	Day 4	Day 5
6:30-8:00 a.m.		Breakfast	Breakfast	Breakfast	Breakfast
8:00-8:15 a.m.		Preliminaries	Preliminaries	Preliminaries	Home Sweet Home
8:15-10:00 a.m.		HRD Fund Management Report FY 2023	Cont. of NEAP Updates	Capacity Building	
10:00-10:15 a.m.		Health Break	Health Break	Health Break	
10:15-12:00 p.m.		Open Forum	Workshop	Cont. of Capacity Building	
12:00-1:30 p.m.	Lunch	Lunch	Lunch	Lunch	
1:30-3:00 p.m.	Arrival & Registration	Catch-Up Plan for the HRD Funds	Open Forum	Clearing House and Way Forward	
3:00-3:15 p.m.	Health Break	Health Break	Health Break	Health Break	
3:15-5:00 p.m.	Opening Program	NEAP Updates	Data Base	Closing Program	
6:00-7:00 p.m.	Dinner	Dinner	Dinner	Dinner	