



Republic of the Philippines  
**Department of Education**  
CARAGA REGION

DECEMBER 16, 2025

REGIONAL MEMORANDUM  
No. 1355, s. 2025

To: Schools Division Superintendents  
All Others Concerned

**DEVELOPMENT, VALIDATION AND FINALIZATION OF PROFESSIONAL  
DEVELOPMENT INTERVENTIONS (PDI) FOR SCHOOL HEADS**

1. In accordance with DepEd Order No. 011, s. 2019, titled *Implementation of the National Educators Academy of the Philippines (NEAP) Transformation*, and DM No. 097, s. 2025 titled *Results of the National Assessment for School Heads (NASH) for FY 2025 (Batch 1)*, the Human Resource Development Division (HRDD) of DepEd Caraga will conduct the **development, validation and finalization of Professional Development Interventions (PDI) for School Heads with development areas**.

2. Its objectives are to:

- a. develop a structured set of interventions tailored to the developmental needs of school heads based on assessment data and PPSSH domains;
- b. validate the relevance, effectiveness, and feasibility of proposed interventions through stakeholder consultation and expert review;
- c. finalize the intervention framework, including implementation guidelines, resource materials, and monitoring tools;
- d. ensure alignment of interventions with DepEd policies, PPSSH standards, and regional priorities.

3. **Schedule and Venue:**

| Schedule                                                  | Venue                 | Registration Link                                                                                                                       |
|-----------------------------------------------------------|-----------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| December 17-19, 2025<br>Development of PDI                | NEAP-Caraga Gold Hall | <a href="https://forms.gle/GzWuvW9eeZmsaDpM8">https://forms.gle/GzWuvW9eeZmsaDpM8</a><br>Please register on or before December 16, 2025 |
| January 26-30, 2025<br>Validation and Finalization of PDI | NEAP-Caraga Gold Hall |                                                                                                                                         |

4. Enclosed are the following:

- a. Official List of Writers/Developers
- b. List of Validators
- c. Program of Activities

5. The costs for meals and accommodation for all participants, validators and the Project Management Team (PMT) will be covered by the continuing funds under OSEC-13-25-02716. Travel and incidental expenses for participants will be charged to their respective local funds. All expenditures are subject to standard government accounting and auditing rules and regulations.

6. Participants, validators and Program Management Team (PMTs) attending on weekends or holidays are entitled to Service Credit (SC) or Compensatory Time-Off (CTO) as per DepEd Order 53, s. 2003.
7. For clarifications, please contact **Analou O. Hermocilla**, Education Program Supervisor, Human Resource Development Division via email at [rneap@deped.gov.ph](mailto:rneap@deped.gov.ph).
8. Immediate dissemination of this Memorandum is desired.

**MARIA INES C. ASUNCION**

Director IV  
Regional Director



Encl.: As stated

Reference: DepEd Order (No. 011, s. 2019)

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

PROGRAM                      TRAINING                      WORKSHOPS

HRDD/aoh  
12/15/2025

Enclosure 1 of RM No. \_\_\_\_\_ s. 2025

**OFFICIAL LIST OF WRITERS/DEVELOPERS**  
(December 17-19, 2025, and January 26-30, 2026)

| Domain | Office/Division  | Name                     |
|--------|------------------|--------------------------|
| 1      | RO-FTAD          | Alejandro C. Macadatar   |
|        | Agusan del Sur   | Betcheba E. Prochina     |
|        | Agusan del Sur   | Jine L.Havana            |
|        | Agusan del Sur   | Joseph G. Havana         |
|        | Agusan del Norte | Rebecca T. Montante      |
| 2      | RO-FTAD          | Lou Ann L. Acosta        |
|        | Butuan City      | Rowena C. Calumpang      |
|        | Butuan City      | Gewaresel T. Carlos      |
|        | Butuan City      | Aldin A. Hermocilla      |
|        | Agusan del Sur   | Willyn Liz C. Sacasac    |
| 3      | Surigao del Sur  | Fluellen L. Cos          |
|        | Siargao          | Fernando A. Dones, Jr.   |
|        | RO-HRDD          | Isidra C. Moral          |
|        | Cabadbaran City  | Zandra Cabradilla,       |
|        | Agusan del Sur   | Marilou P. Curugan       |
| 4      | Surigao del Sur  | Carlos Tian Chow Correos |
|        | Agusan del Norte | Rexan O. Bolotaolo       |
|        | Agusan del Norte | Marcelina C. Rañin       |
|        | Butuan City      | Carlos C. Catalan        |
|        | Agusan del Sur   | Rowena O. Angwas         |
| 5      | Bislig City      | Willy C. Dumpit          |
|        | Butuan City      | Joseph Ampong            |
|        | Agusan del Sur   | Michael Pareja           |
|        | Agusan del Sur   | Jocelyn Menil            |
|        | Butuan City      | Reylan R. Alas           |

Enclosure 1 of RM No. \_\_\_\_\_ s. 2025

**OFFICIAL LIST OF VALIDATORS**  
January 26-30, 2026

| <b>No.</b> | <b>Division</b>   | <b>Name</b>              |
|------------|-------------------|--------------------------|
| 1.         | Agusan del Norte  | Jeanie L. Mativo         |
| 2.         | Agusan del Norte  | Hector DN Macalalag      |
| 3.         | Bayugan City      | Corazon P. Roa           |
| 4.         | Cabadbaran City   | Love Emma B. Sudario     |
| 5.         | Surigao del Norte | Segundino A. Madjos, Jr. |
| 6.         | Surigao del Sur   | Lorenzo O. Macasocol     |
| 7.         | Dinagat Islands   | Bryan L. Arreo           |
| 8.         | Butuan City       | Jean B. Ramirez          |
| 9.         | RO-CLMD           | Maria Ruth R. Edradan    |
| 10.        | RO-NEAP           | Roy S. Rele              |
| 11.        | RO-NEAP           | Elmer Augustus F. Conde  |

Enclosure 3 of RM No. \_\_\_\_\_ s. 2025

### Program of Activities

December 17-19, 2025, and January 26-30, 2026

| Day/Time                                                                           | Activities                                                                 | Responsible Persons                                         | Method                    |
|------------------------------------------------------------------------------------|----------------------------------------------------------------------------|-------------------------------------------------------------|---------------------------|
| <b>Day 1 Development of PDIs Phase 1</b><br>December 17, 2025<br>7:30 am – 8:00 am | Registration<br>Opening Program                                            | PMT                                                         | -Preparation and Planning |
| 8:01AM-9:30 AM                                                                     | Orientation on<br>PPSSH and<br>National<br>Assessment<br>Results Session 1 | Resource Person:<br><b>ANALOU O. HERMOCILLA</b><br>EPS-HRDD | Facilitated Sessions      |
| 9:31-9:45 AM                                                                       | HEALTH BREAK                                                               |                                                             |                           |
| 9:46-12:00 NOON                                                                    | Designing Targeted Interventions per<br>PPSSH Domain<br>Session 2          | Resource Person:<br><b>ANALOU O. HERMOCILLA</b><br>EPS-HRDD | Facilitated Sessions      |
| 12:01 NOON -1:00 PM                                                                | LUNCH BREAK                                                                |                                                             |                           |
| 1:01-3:00 PM                                                                       | Crafting<br>Instructional<br>Design Per Domain<br>Session 3                | Resource Person:<br><b>ANALOU O. HERMOCILLA</b><br>EPS-HRDD | Facilitated Sessions      |
| 3:01-3:15 PM                                                                       | HEALTH BREAK                                                               |                                                             |                           |
| 3:15-5:00 PM                                                                       | Writing Session<br>Guide per Strand<br>Session 4                           | Resource Person:<br><b>ANALOU O. HERMOCILLA</b><br>EPS-HRDD | Facilitated Sessions      |
| 5:01 PM- 6:00 PM                                                                   | Online Evaluation                                                          | Resource Person:<br><b>ANALOU O. HERMOCILLA</b><br>EPS-HRDD | Facilitated Sessions      |
| <b>Day 2 Development of PDIs Phase 1</b><br>December 18, 2025<br>7:30 am – 8:00 am | Management of<br>Learning (MOL)                                            | PMT                                                         | -Preparation and Planning |

|                                                                               |                                                           |                                                                 |                                 |
|-------------------------------------------------------------------------------|-----------------------------------------------------------|-----------------------------------------------------------------|---------------------------------|
|                                                                               |                                                           |                                                                 |                                 |
| 8:01AM-9:30 AM                                                                | Con't Writing<br>Session Guide per<br>Strand<br>Session 4 | Resource Person:<br><b>ANALOU O.<br/>HERMOCILLA</b><br>EPS-HRDD | Facilitated<br>Sessions         |
| 9:31-9:45 AM                                                                  | HEALTH BREAK                                              |                                                                 |                                 |
| 9:46-12:00 NOON                                                               | Con't Writing<br>Session Guide per<br>Strand<br>Session 4 | Resource Person:<br><b>ANALOU O.<br/>HERMOCILLA</b><br>EPS-HRDD | Facilitated<br>Sessions         |
| 12:00 NOON -1:00<br>PM                                                        | LUNCH BREAK                                               |                                                                 |                                 |
| 1:01-3:00 PM                                                                  | Con't Writing<br>Session Guide per<br>Strand<br>Session 4 | Resource Person:<br><b>ANALOU O.<br/>HERMOCILLA</b><br>EPS-HRDD | Facilitated<br>Sessions         |
| 3:01-3:15 PM                                                                  | HEALTH BREAK                                              |                                                                 |                                 |
| 3:16-5:00 PM                                                                  | Con't Writing<br>Session Guide per<br>Strand<br>Session 4 | Resource Person:<br><b>ANALOU O.<br/>HERMOCILLA</b><br>EPS-HRDD | Facilitated<br>Sessions         |
| <b>Day 3 Development<br/>of PDI</b><br>December 19, 2025<br>7:30 am – 8:00 am | Management of<br>Learning (MOL)                           | PMT                                                             | -Preparation<br>and<br>Planning |
| 8:01AM-9:30 AM                                                                | Con't Writing<br>Session Guide per<br>Strand<br>Session 4 | Resource Person:<br><b>ANALOU O.<br/>HERMOCILLA</b><br>EPS-HRDD | Facilitated<br>Sessions         |
| 9:31-9:45 AM                                                                  | HEALTH BREAK                                              |                                                                 |                                 |
| 9:46-12:00 NOON                                                               | Con't Writing<br>Session Guide per<br>Strand<br>Session 4 | Resource Person:<br><b>ANALOU O.<br/>HERMOCILLA</b><br>EPS-HRDD | Facilitated<br>Sessions         |
| 12:00 NOON -1:00<br>PM                                                        | LUNCH BREAK                                               |                                                                 |                                 |

|                                                                                                                               |                                                           |                                                                                                                                                                                                                                               |                                 |
|-------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
| 1:01-3:00 PM                                                                                                                  | Con't Writing<br>Session Guide per<br>Strand<br>Session 4 | Resource Person:<br><b>ANALOU O.<br/>HERMOCILLA</b><br>EPS-HRDD                                                                                                                                                                               | Facilitated<br>Sessions         |
| 3:00-3:15 PM                                                                                                                  | HEALTH BREAK                                              |                                                                                                                                                                                                                                               |                                 |
| 3:16-5:00 PM                                                                                                                  | Con't Writing<br>Session Guide per<br>Strand<br>Session 4 | Resource Person:<br><b>ANALOU O.<br/>HERMOCILLA</b><br>EPS-HRDD                                                                                                                                                                               | Facilitated<br>Sessions         |
| <b>Validation and<br/>Finalization of<br/>Training Resource<br/>Packages (TRPs)</b><br>January, 26, 2025<br>7:30 am – 8:00 am | Management of<br>Learning (MOL)                           | PMT                                                                                                                                                                                                                                           | -Preparation<br>and<br>Planning |
| 8:01AM-9:30 AM                                                                                                                | Validation of SGs<br>and SDs Domains<br>1-5               | Validators:<br>Lorenzo Macasocol<br>Jeanie L. Mativo<br>Segundino Madjos, Jr.<br>Corazon P. Roa<br>Love Emma B. Sudario<br>Hector DN Macalalag<br>Bryan L. Arreo<br>Jean B. Ramirez<br>Maria Ruth R. Edradan<br>Elmer F. Conde<br>Roy S. Rele | Facilitated<br>Sessions         |
| 9:30-9:45 AM                                                                                                                  | HEALTH BREAK                                              |                                                                                                                                                                                                                                               |                                 |
| 9:45-12:00 NOON                                                                                                               | Con't Validation of<br>SGs and SDs<br>Domains 1-5         | Validators:<br>Lorenzo Macasocol<br>Jeanie L. Mativo<br>Segundino Madjos, Jr.<br>Corazon P. Roa<br>Love Emma B. Sudario<br>Hector DN Macalalag<br>Bryan L. Arreo<br>Jean B. Ramirez<br>Maria Ruth R. Edradan<br>Elmer F. Conde<br>Roy S. Rele | Facilitated<br>Sessions         |
| 12:00 NOON -1:00<br>PM                                                                                                        | LUNCH BREAK                                               |                                                                                                                                                                                                                                               |                                 |

|                             |                                             |                                                                                                                                                                                                                                               |                      |
|-----------------------------|---------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| 1:00-3:00 PM                | Con't Validation of SGs and SDs Domains 1-5 | Validators:<br>Lorenzo Macasocol<br>Jeanie L. Mativo<br>Segundino Madjos, Jr.<br>Corazon P. Roa<br>Love Emma B. Sudario<br>Hector DN Macalalag<br>Bryan L. Arreo<br>Jean B. Ramirez<br>Maria Ruth R. Edradan<br>Elmer F. Conde<br>Roy S. Rele | Facilitated Sessions |
| 3:00-3:15 PM                | HEALTH BREAK                                |                                                                                                                                                                                                                                               |                      |
| 3:15-5:00 PM                | Con't Validation of SGs and SDs Domains 1-5 | Validators:<br>Lorenzo Macasocol<br>Jeanie L. Mativo<br>Segundino Madjos, Jr.<br>Corazon P. Roa<br>Love Emma B. Sudario<br>Hector DN Macalalag<br>Bryan L. Arreo<br>Jean B. Ramirez<br>Maria Ruth R. Edradan<br>Elmer F. Conde<br>Roy S. Rele | Facilitated Sessions |
| <b>Day 2 8:01AM-9:30 AM</b> | Validation of SGs and SDs Domains 1-5       | Validators:<br>Lorenzo Macasocol<br>Jeanie L. Mativo<br>Segundino Madjos, Jr.<br>Corazon P. Roa<br>Love Emma B. Sudario<br>Hector DN Macalalag<br>Bryan L. Arreo<br>Jean B. Ramirez<br>Maria Ruth R. Edradan<br>Elmer F. Conde<br>Roy S. Rele | Facilitated Sessions |
| 9:30-9:45 AM                | HEALTH BREAK                                |                                                                                                                                                                                                                                               |                      |
| 9:45-12:00 NOON             | Con't Validation of SGs and SDs Domains 1-5 | Validators:<br>Lorenzo Macasocol<br>Jeanie L. Mativo<br>Segundino Madjos, Jr.<br>Corazon P. Roa<br>Love Emma B. Sudario<br>Hector DN Macalalag                                                                                                | Facilitated Sessions |



|                             |                                             |                                                                                                                                                                                                                                               |                      |
|-----------------------------|---------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
|                             |                                             | Bryan L. Arreo<br>Jean B. Ramirez<br>Maria Ruth R. Edradan<br>Elmer F. Conde<br>Roy S. Rele                                                                                                                                                   |                      |
| 12:00 NOON -1:00 PM         | LUNCH BREAK                                 |                                                                                                                                                                                                                                               |                      |
| 1:00-3:00 PM                | Con't Validation of SGs and SDs Domains 1-5 | Validators:<br>Lorenzo Macasocol<br>Jeanie L. Mativo<br>Segundino Madjos, Jr.<br>Corazon P. Roa<br>Love Emma B. Sudario<br>Hector DN Macalalag<br>Bryan L. Arreo<br>Jean B. Ramirez<br>Maria Ruth R. Edradan<br>Elmer F. Conde<br>Roy S. Rele | Facilitated Sessions |
| 3:00-3:15 PM                | HEALTH BREAK                                |                                                                                                                                                                                                                                               |                      |
| 3:15-5:00 PM                | Con't Validation of SGs and SDs Domains 1-5 | Validators:<br>Lorenzo Macasocol<br>Jeanie L. Mativo<br>Segundino Madjos, Jr.<br>Corazon P. Roa<br>Love Emma B. Sudario<br>Hector DN Macalalag<br>Bryan L. Arreo<br>Jean B. Ramirez<br>Maria Ruth R. Edradan<br>Elmer F. Conde<br>Roy S. Rele | Facilitated Sessions |
| <b>Day 3 8:01AM-9:30 AM</b> | Validation of SGs and SDs Domains 1-5       | Validators:<br>Lorenzo Macasocol<br>Jeanie L. Mativo<br>Segundino Madjos, Jr.<br>Corazon P. Roa<br>Love Emma B. Sudario<br>Hector DN Macalalag<br>Bryan L. Arreo<br>Jean B. Ramirez<br>Maria Ruth R. Edradan<br>Elmer F. Conde<br>Roy S. Rele | Facilitated Sessions |
| 9:30-9:45 AM                | HEALTH BREAK                                |                                                                                                                                                                                                                                               |                      |
| 9:45-12:00 NOON             | Con't Validation of SGs and SDs Domains 1-5 | Validators:<br>Lorenzo Macasocol<br>Jeanie L. Mativo                                                                                                                                                                                          | Facilitated Sessions |

|                             |                                               |                                                                                                                                                                                                                                               |                      |
|-----------------------------|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
|                             |                                               | Segundino Madjos, Jr.<br>Corazon P. Roa<br>Love Emma B. Sudario<br>Hector DN Macalalag<br>Bryan L. Arreo<br>Jean B. Ramirez<br>Maria Ruth R. Edradan<br>Elmer F. Conde<br>Roy S. Rele                                                         |                      |
| 12:00 NOON -1:00 PM         | LUNCH BREAK                                   |                                                                                                                                                                                                                                               |                      |
| 1:00-3:00 PM                | Con't Validation of SGs and SDs Domains 1-5   | Validators:<br>Lorenzo Macasocol<br>Jeanie L. Mativo<br>Segundino Madjos, Jr.<br>Corazon P. Roa<br>Love Emma B. Sudario<br>Hector DN Macalalag<br>Bryan L. Arreo<br>Jean B. Ramirez<br>Maria Ruth R. Edradan<br>Elmer F. Conde<br>Roy S. Rele | Facilitated Sessions |
| 3:00-3:15 PM                | HEALTH BREAK                                  |                                                                                                                                                                                                                                               |                      |
| 3:15-5:00 PM                | Con't Validation of SGs and SDs Domains 1-5   | Validators:<br>Lorenzo Macasocol<br>Jeanie L. Mativo<br>Segundino Madjos, Jr.<br>Corazon P. Roa<br>Love Emma B. Sudario<br>Hector DN Macalalag<br>Bryan L. Arreo<br>Jean B. Ramirez<br>Maria Ruth R. Edradan<br>Elmer F. Conde<br>Roy S. Rele | Facilitated Sessions |
| <b>Day 4 8:01AM-9:30 AM</b> | Finalization of SGs and SDs Domains 1-5       | PMT/Writers                                                                                                                                                                                                                                   | Facilitated Sessions |
| 9:30-9:45 AM                | HEALTH BREAK                                  |                                                                                                                                                                                                                                               |                      |
| 9:45-12:00 NOON             | Con't Finalization of SGs and SDs Domains 1-5 | PMT/Writers                                                                                                                                                                                                                                   | Facilitated Sessions |
| 12:00 NOON -1:00 PM         | LUNCH BREAK                                   |                                                                                                                                                                                                                                               |                      |

|                             |                                               |             |                      |
|-----------------------------|-----------------------------------------------|-------------|----------------------|
| 1:00-3:00 PM                | Con't Finalization of SGs and SDs Domains 1-5 | PMT/Writers | Facilitated Sessions |
| 3:00-3:15 PM                | HEALTH BREAK                                  |             |                      |
| 3:15-5:00 PM                | Con't Finalization of SGs and SDs Domains 1-5 | PMT/Writers | Facilitated Sessions |
| <b>Day 5 8:01AM-9:30 AM</b> | Finalization of SGs and SDs Domains 1-5       | PMT/Writers | Facilitated Sessions |
| 9:30-9:45 AM                | HEALTH BREAK                                  |             |                      |
| 9:45-12:00 NOON             | Con't Finalization of SGs and SDs Domains 1-5 | PMT/Writers | Facilitated Sessions |
| 12:00 NOON -1:00 PM         | LUNCH BREAK                                   |             |                      |
| 1:00-3:00 PM                | Con't Finalization of SGs and SDs Domains 1-5 | PMT/Writers | Facilitated Sessions |
| 3:00-3:15 PM                | HEALTH BREAK                                  |             |                      |
| 3:15-5:00 PM                | Con't Finalization of SGs and SDs Domains 1-5 | PMT/Writers | Facilitated Sessions |