



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



DIVISION MEMORANDUM
No. 270, s.2019

April 3, 2019

**ESTABLISHMENT OF DATABASE OF LEARNERS PER GROUP FOR VARIOUS
NEAP LEARNING AND DEVELOPMENT PROGRAMS**

To: Assistant Schools Division Superintendent
Division Chiefs
Public School District Supervisors
Education Program Supervisors
Senior Education Program Specialists
Education Program Specialists-II
Public Elementary and Secondary School Heads
Public Elementary and Secondary School Teachers

1. This is in reference to the Unnumbered Regional Memorandum dated April 2, 2019 signed by Atty. Alberto T. Escobarte, CESO III, Regional Director and the Unnumbered Memorandum from the Office of the Education Secretary, re: Establishment of Database of Learners per Group for Various NEAP Learning and Development Programs.
2. This is to make available a more current reference in preparing the participants' profile or demographics relative to the development of its Learning and Development Programs as well as come up with a more accurate entry in its Forward Estimates for subsequent years.
3. In this connection, this Division is requesting to provide the information stated in the templates provided for the following targeted job groups relative to the Learning and Development (L&D) Programs designed for them by using the indicated links:

Job Groups	L&D Programs	Links
Teachers	Competency Development Program for Teachers	bit.ly/LDTEACHERS
Master Teachers/Head Teachers	Instructional Leadership Program for Master Teachers/Head Teachers	bit.ly/LDMTHT
School Heads	SHDP -Foundation Course -Intermediate Course -Advance Course	bit.ly/LDSH
PSDS	Instructional Leadership and Management Program	bit.ly/LDPSDS
ASDS EPS SEPS EPS II	Superintendents Leadership Program	bit.ly/LDSLPL
Division Chiefs	Coaching and Mentoring Program	bit.ly/LDCHIEFS
Learning Facilitators	Competency Development Program for Learning Facilitators	bit.ly/LDLF

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4. For information and compliance.

WINNIE E. BATOON, EdD
Officer-In-Charge
Office of the Schools Division Superintendent

For and in the absence of the OIC-SDS:

[Signature] 4/3/19
SOLLIE B. OLIVER, LLB, MATE
Chief ES, SGOD
Officer-In-Charge *[Signature]*

DepEd Schools Division of Digos City
RECORDS SECTION
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DATE: 05 APR 2019 TIME: 4:30
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Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION XI
Davao City



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MEMORANDUM

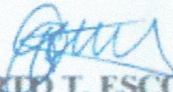
To : All Schools Division Superintendents
DepEd Region XI

Subject: ESTABLISHMENT OF DATABASE OF LEARNERS
PER JOB GROUP FOR VARIOUS NEAP LEARNING
AND DEVELOPMENT PROGRAMS

Date : April 2, 2019

This has reference to the Unnumbered Memorandum from the Office of the Secretary Leonor Magtolis Briones dated March 17, 2019, re: *Establishment of Database of Learners per Job Group for Various NEAP Learning and Development Programs* which requests the regional and division offices to provide vital information on the targeted job groups embedded in the said memorandum. Attached is the Unnumbered Memorandum of Sec. Briones for your reference and perusal.

Immediate and wide dissemination of this Memorandum is earnestly desired.


ATTY. ALBERTO T. ESCOBARTE, CESO IV
Regional Director

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DEPARTMENT OF EDUCATION ROXI
RECORDS SECTION
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04/04/19 Time: 11:21
1904-069

Empowerment Adaptability Goal-oriented Leadership Excellence

Page 1 of 1

Document Number : ROXI-114
Version Number : 1.0

Revision Number : 0
Date of Effectivity : February 15, 2019

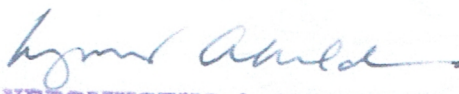


Republic of the Philippines
Department of Education

Tanggapan ng Kalihim
Office of the Secretary

TO: REGIONAL SECRETARY, ARMM
REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
DIVISION CHIEFS AND UNIT HEADS
PUBLIC ELEMENTARY AND SECONDARY SCHOOL HEADS
ALL OTHERS CONCERNED

FROM: LEONOR MAGTOLIS BRIONES
Secretary

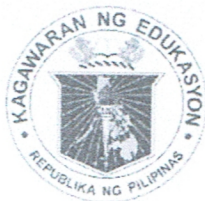

ATTY. NEPOMUCENO A. MALALUAN
Undersecretary
Officer-in-Charge

SUBJECT: Establishment of Database of Learners per Job Group for Various NEAP Learning and Development Programs

DATE: 07 March 2019

1. The National Educators Academy of the Philippines (NEAP) shall be establishing the database of all its targeted learners per job group. This is to make available a more current reference in preparing the participants' profile or demographics relative to the development of its Learning and Development Programs as well as come up with a more accurate entry in its Forward Estimates for subsequent years.
2. In this connection, all the Regional and Division Offices are requested to provide the information stated in the templates provided for the following targeted job groups relative to the Learning and Development (L&D) Program/s designed for them:

Office	Job Groups	L and D Program
Division	1. Teachers	Competency Development Program for Teachers
	2. Master Teachers/Head Teachers	Instructional Leadership Program for Head Teachers and Master Teachers
	3. School Heads	School Heads Development Program (SHDP) • Foundation Course • Intermediate Course • Advance Course



Republic of the Philippines
Department of Education

Tanggapan ng Kalihim
Office of the Secretary

	4. Public School District Supervisors	Instructional Leadership and Management Program
Region	5. Assistant Superintendents 6. Superintendents	Superintendents Leadership Program
RO and DO	7. Education Program Supervisors 8. Senior Education Specialists	
	9. Division Chiefs	Coaching and Mentoring Program
	10. Learning Facilitators	Competency Development Program for Learning Facilitators

3. Attached are the following templates namely:
 - a. Annex A will be used for all the targeted learners except School Heads who attended the SHDP
 - b. Annex B will be used for School Heads who completed any of the three SHDP Courses
4. Submission of the completed templates from the Division Offices to their Regional Office shall be on or before March 22, 2019.
5. Regional Offices are requested to consolidate all the submitted accomplished templates from their respective Division Offices and **summarize the same before sending it via any of their trusted courier to NEAP Office at 2nd Floor, Mabini Bldg, DepEd Complex, Meralco Ave. Pasig City or thru email addresses: neap.pdd@deped.gov.ph or jhoanna.javier@deped.gov.ph on or before April 22, 2019.**
6. Rest assured that all the requested information will be used only for the purpose of developing the L&D intervention and related concerns and shall be treated with utmost confidentiality pursuant to **RA 10173 otherwise known as the *Data Privacy Act of 2012***
7. For any inquiries and clarification, please get in touch with **Ms. Jhoanna Javier or Leah Patricia M. Galgo at PDD Office Telephone no. 633 9455.**
8. For your immediate action.



SCHOOL HEADS DEVELOPMENT PROGRAM: FOUNDATION COURSE

Approved by: