



Republic of the Philippines
Department of Education
OFFICE OF THE SECRETARY

MEMORANDUM

DM-OSEC-2022- _____

TO : Undersecretaries
Assistant Secretaries
Bureau/ Service/ Unit Directors
Regional Directors
Assistant Regional Directors
Schools Division Superintendents
Assistant Division Superintendents

FROM : **ATTY. ANNE RACHEL C. MIGUEL**
Director IV and concurrent Officer-in-Charge
OUHROD, NEAP, PS, ICO and DEACO

SUBJECT : SERIES OF ACTIVITIES RELATED TO THE NATIONAL
ASSESSMENT AND CERTIFICATION OF
LEARNING FACILITATORS AND ASSESSORS

DATE : 15 July 2022

1. The Department of Education, through the National Educators Academy of the Philippines - Quality Assurance Division (NEAP-QAD) shall conduct a series of activities related to the Certification of Learning Facilitators and Assessors.
2. The said activities aim to attain the following objectives:
 - Conduct a Consultation and Planning Workshop with *Sustaining Education Reform Gains (SERG), Resource Persons and DepEd-Regional officials* to develop designs for the validation and finalization of the Guidelines on the Certification of Learning Facilitators (LFs) and to revisit facilitation competencies of NEAP certified LF and Assessors.

ACTIVITY	DATES (Inclusive of travel time)	VENUE	REGIONS INVOLVED	NO. OF PAX
Consultation and Planning	September 5-9, 2022	NEAP-R, Davao	Region I	5
			CALABARZON	5

Workshop for the Assessment and Certification of Learning Facilitators and Revisit Facilitation Competencies of NEAP Certified LFs and Assessors		City	Region VI	3
			Region VII	5
			Region VIII	3
			Region IX	3
			Region X	4
			Region XI	7
			Region XII	4
			Resource Persons	4
			PRD	1
			NEAP-CO Staff	11
			Total	55

- Review, validate, and finalize the Guidelines on the Certification of Learning Facilitators.

Review and Validation of the Guidelines on the Certification of Learning Facilitators and Assessors	September 19-23, 2022	ECOTECH Center, Cebu City	NEAP-CO-PDD	2
			NEAP-CO-QAD	7
			Region I	3
			Region II	2
			CALABARZON	3
			Region VI	2
			Region VII	2
			Region VIII	2
			Region IX	2
			Region X	2
			Region XI	2
			Region XII	2
			CARAGA	2
			Resource Persons	2
Total	35			

Simulation of the Guidelines on the Certification of Learning Facilitators and Assessors (Batch 1)	September 26-30, 2022	NEAP-R, Davao City	NEAP-CO-QAD	7
			NEAP-CO-PDD	2
			Region I	3
			Region III	2
			CALABARZON	3
			MIMAROPA	2
			REGION V	2
			Region VI	2
			Region VII	2
			Region VIII	2
			Region IX	2
			Region X	2
			Region XI	3
Region XII	3			

			Bureau/ Services	2		
			Resource Persons	2		
			Total	41		
Simulation of the Guidelines on the Certification of Learning Facilitators (Batch 2)	October 3-7, 2022	ECOTECH Center, Cebu City	NEAP-CO-QAD	8		
			Region I	3		
			CAR	2		
			NCR	2		
			CALABARZON	3		
			Region VI	3		
			Region VII	3		
			Region VIII	3		
			Region IX	2		
			Region X	2		
			Region XI	2		
			Region XII	2		
			CO-LFs and Assessors:			
			NEAP-QAD	2		
			NEAP-PDD	2		
Resource Persons	2					
Total	41					
Finalization of the Guidelines on the Certification of Learning Facilitators and Assessors	October 17-21, 2022	Region I, Laoag Ilocos Norte	NEAP-CO-QAD	6		
			Region I	3		
			CALABARZON	4		
			Region VI	3		
			Region VII	3		
			Region VIII	3		
			Region IX	3		
			Region X	2		
			Region XI	2		
			Region XII	3		
			Resource Persons	2		
			Total	34		

3. The participants to the abovementioned activities are NEAP-R, NEAP Certified Learning Facilitators and NEAP Certified Assessors. The participants will serve as Reviewers, Evaluators, Writers, Presenters, and Validators. They are expected to be at the venue on the first day of the activity. Please see attached Matrix and List of Participants to the first activity.
4. Please be informed that the first meal will be lunch of Day 0 and last meal will be lunch of Day 5. In compliance with health protocols, attendees must be at least fully vaccinated. Vaccination card shall be presented upon check-in. Further instructions will be provided prior to the succeeding activities.
5. Travel expenses and per diem, board and lodging of the program management team,

facilitators/ resource persons and participants, contingency, supplies and materials, payment of honoraria of resource persons and other miscellaneous expenses to be incurred shall be charged against the FY 2022 HRD Funds. Travel expenses and per diem of CO, RO and SDO participants shall be charged to HRD support fund/local funds subject to the usual accounting, budgeting, and auditing rules and regulations.

6. For more information, kindly contact **Mr. Mark Alvin Cruz and/or Mr. Mouller Lumague** of Quality Assurance Division (QAD) of the National Educators Academy of the Philippines (NEAP), Department of Education, Room 214, 2nd Floor, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City at telefax no. (02) 633 7207/ 635 4796 or email at neap.qad@deped.gov.ph.
7. Immediate dissemination of and compliance with this Memorandum is desired.