



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

October 10, 2022

REGION MEMORANDUM
HRDD No. 105, s. 2022

**WRITESHOP AND EVALUATION OF LEARNING RESOURCE PACKAGES
OF PROFESSIONAL DEVELOPMENT PROGRAMS/COURSES
FOR TEACHERS AND SCHOOL LEADERS**

To: Schools Division Superintendents

1. The National Educators Academy of the Philippines Region XII (NEAP R-XII) will be conducting the **Writershop and Evaluation of Learning Resource Packages (LRPs) of Professional Development Programs/Courses for Teachers and School Leaders on November 22-26, 2022 and December 1-3, 2022** at the National Educators Academy of the Philippines Region XII (NEAP R-XII), General Santos City.
2. The objectives of the activities are the following:
 - a. Develop Learning Resource Packages (LRPs) of professional development courses/programs to be given to teachers and school leaders;
 - b. Prepare documentary requirements for NEAP Recognition and CPD Accreditation of CPD programs; and
 - c. Conduct quality assurance of developed LRPs for PD programs for teachers and school leaders.
3. Identified participants are advised to start gathering needed resources as inputs prior to the date of the writershop to aid immediate accomplishment of the tasks.
4. Minimum public health standards shall be ensured in the conduct of the activities. Participants who have manifestations of COVID-19 symptoms shall NOT physically attend to the activity, but they are requested to collaborate with their teammates through the virtual platform.
5. For the Development of LRPs, first meal to be served will be dinner on November 21, 2022 (Day 0) while for the Evaluation of LRPs, first meal to be served will be dinner on November 30, 2022 (Day 0).
6. For services rendered on Saturday, October 22, 2022, the participants shall be entitled to a Compensatory Time Off (CTO) or Service Credits in accordance with CSC and DBM Joint Circular No. 2, s. 2015 on Policies and Guidelines on Overtime Services Pay for Government Employees (4.0 par 4.5).
7. See the following enclosures for reference:
Enclosure 1: List of Participants
Enclosure 2: Program of Activities



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8. Expenses relative to the conduct of the activity shall be charged against HRTD Fund 2021 subject to usual accounting and auditing rules and regulations.
9. For queries and clarifications, contact Dave C. Prodigio, EPS – HRDD, through dave.prodigio@deped.gov.ph or Maricel B. Dignadice, EPS II – HRDD-NEAP, through maricel.bacaling@deped.gov.ph.
10. For the guidance and compliance of all concerned.


CARLITO D. ROCAFORT
Director IV

Enclosure: As stated

Reference: L&D Program-DepEd SOCCSKSARGEN Regional Office

Allotment: HRTD Fund 2021

To be indicated in the Perpetual Index under the subject

SCHOOL HEAD TEACHER WORKSHOP

DCP/HRDD-NEAP/RM - WRITESHOP AND EVALUATION OF LEARNING RESOURCE PACKAGES OF PROFESSIONAL DEVELOPMENT PROGRAMS/ COURSES FOR TEACHERS AND SCHOOL LEADERS/049/October 10, 2022



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Enclosure 1 to Region Memorandum HRDD-NEAP No. 105, s. 2022

LIST OF PARTICIPANTS

**WRITESHOP FOR LEARNING RESOURCE PACKAGES OF PROFESSIONAL
DEVELOPMENT PROGRAMS FOR TEACHERS AND SCHOOL LEADERS**

November 22-26, 2022

No.	Name	Position	RO/SDO
1	Carlito D. Rocafort	Director IV	Regional Office
2	Rebonfamil R. Baguio	Director III	Regional Office
3	Mervie Y. Seblos	CES	RO – HRDD
4	Dave C. Prodigio	EPS	RO – HRDD
5	Maria Isabel R. Cunanan	EPS	RO – HRDD
6	Maricel B. Dignadice	EPS II	RO – HRDD-NEAP
7	Jodan F. Manua	EPS II	RO – HRDD
8	Apple John A. Satorre	EPS II	RO – HRDD
9	Jyzyll G. Cantos	ADAS III	RO – HRDD-NEAP
10	Cornelio R. Rollo	PSDS	General Santos City
11	Tita P. Raya	Principal III	Cotabato Province
12	Fernando L. Nequinto	Principal I	Koronadal City
13	Principe O. Olino	Principal II	Sultan Kudarat
14	Michael A. Poblador	EPS	RO – QAD
15	Sally A. Palomo	EPS	General Santos City
16	Cherwin B. Macaranas	Principal II	Sarangani
17	Mary Ann A. Barrientos	Principal II	Cotabato
18	John Michael P. Castino	SEPS	General Santos City
19	Zynafe V. Caijo	EPS	South Cotabato
20	Mary Joy D. Bautista	Principal II	Cotabato
21	Maria Teresa P. Dinero	Principal II	General Santos City
22	Josie Teofila N. Quijano	VSA II	Sarangani
23	Carlo B. Melendres	EPS	Koronadal City
24	Matty B. Napoles	Principal II	General Santos City
25	Edilbert A. Reyes	EPS	General Santos City
26	Kathrine H. Lotilla	CAO	RO – AD
27	Mary Grace B. Leysa	EPS	Sultan Kudarat
28	Antonio R. Pasigado Jr.	PSDS	Kidapawan City
29	Nathaniel F. Bangoc	EPS	RO – QAD
30	Norma E. Pascua	EPS	General Santos City
31	Juliet F. Lastimosa	CES	General Santos City
32	Rik Domingo Shaun N. Balindua	SEPS	Sultan Kudarat
33	Shienna Lyn. L. Antenor	EPS	RO – CLMD
34	Emily F. Enolpe	EPS	RO - FTAD
35	Rolex H. Lotilla	Planning Officer III	Koronadal City
36	Dolores L. Carreon	HT II	Koronadal City



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37	Mary Jean Nequinto	MT I	Koronadal City
38	Arlene Ravelo	MT II	Sarangani
39	Judith Ampuyas	MT I	Sarangani
40	Crisanta B. Booc	MT I	Kidapawan City
41	Nerissa Angela M. Doble	MT I	Kidapawan City
42	Annie Rose Sacatani	MT II	Tacurong City
43	Perla Lloren	MT II	Tacurong City
44	Bert Ceazar A. Castillo	MT I	South Cotabato
45	Pinky D. Sacdalan	HT II	South Cotabato
46	Phoebe L. Campos	MT	General Santos City
47	Junellen B. Panesa	HT	General Santos City
48	Baby L. Dalgan	MT II	Sultan Kudarat
49	Hazel D. Olegario	MT I	Sultan Kudarat
50	Anna Liza D. Taligaba	MT I	Cotabato
51	Jessa Gay M. Cayona	MT I	Cotabato

EVALUATION OF LEARNING RESOURCE PACKAGES OF PROFESSIONAL DEVELOPMENT PROGRAMS FOR TEACHERS AND SCHOOL LEADERS

December 1-3, 2022

No.	Name	Position	RO/SDO
1	Carlito D. Rocafort	Director IV	Regional Office
2	Rebonfamil R. Baguio	Director III	Regional Office
3	Mervie Y. Seblos	CES	RO – HRDD
4	Dave C. Prodigio	EPS	RO – HRDD
5	Maria Isabel R. Cunanan	EPS	RO – HRDD
6	Maricel B. Dignadice	EPS II	RO – HRDD-NEAP
7	Jodan F. Manua	EPS II	RO – HRDD
8	Apple John A. Satorre	EPS II	RO – HRDD
9	Jyzyll G. Cantos	ADAS III	RO – HRDD-NEAP
10	Arturo D. Tingson Jr.	EPS	RO – LRMDS
11	Roy D. Tribunalo	Principal II/PIC	Sarangani
12	Irene S. Cutamora	HT II	General Santos City
13	Mylene Arzadon	Principal I	General Santos City
14	Ely Bobbylord C. Alamin	HT I	General Santos City
15	Rodolfo B. Ortiz	EPS	Cotabato
16	Raffy Herrera	MT II	South Cotabato
17	Ma. Dianne Joy R. Dela Fuente	HT II	Tacurong City
18	Fenelia M. Cuaresma	MT I	Sarangani
19	Nino Jacobe	Principal II	South Cotabato
20	Rey Dela Rosa	Teacher In-Charge	Koronadal City
21	Mary Anne Barrientos	Principal II	Cotabato
22	Elena M. Losaria	MT I/TIC	South Cotabato



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Enclosure 2 to Region Memorandum HRDD-NEAP No. 105, s. 2022

PROGRAM OF ACTIVITIES

**WRITERS FOR LEARNING RESOURCE PACKAGES OF PROFESSIONAL
 DEVELOPMENT PROGRAMS FOR TEACHERS AND SCHOOL LEADERS**
 November 22-26, 2022

DAY/DATE	TIME	ACTIVITY	FACILITATOR
Day 0 November 21, 2022	1:00 pm – 5:00 pm	Arrival and Registration of Participants	Program Management Team (PMT)
Day 1 November 22, 2022	8:00 am – 8:30 am	Opening Program	
		- Preliminaries	PMT
		- Introduction of Participants	Jodan F. Manua EPS II – HRDD
		- Opening Remarks	Rebonfamil R. Baguio Director III
		- Statement of Purpose/Rationale of the Activity	Dave C. Prodigio EPS - HRDD
		- Message	Carlito D. Rocafort Director IV
	8:31 a.m. – 10:00 a.m.	Session 1: Session Guide Writing	Maricel B. Dignadice EPS II – HRDD-NEAP
	10:01 a.m. – 12:00 p.m.	Workshop 1: Session Guide Writing <ul style="list-style-type: none"> - TGCIP - Policy Development Training - Induction Course for Aspiring School Heads - Building Learning Communities for Instructional Coaches - Becoming the Leader of the Future - SOX Scholars' Convergence 	Dave C. Prodigio Maricel B. Dignadice Jodan F. Manua
12:01 pm – 1:00 pm	<i>Lunch Break</i>		
1:01 p.m. – 5:00 p.m.	Continuation of Workshop 1: Session Guide Writing	Dave C. Prodigio Maricel B. Dignadice Jodan F. Manua	
5:01 pm – 5:30 pm	Submission of Outputs	Writers	



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		Debriefing and Progress Reporting	PMT
Day 2 November 23, 2022	8:00 a.m. – 8:30 a.m.	Management of Learning	PMT
	8:31 a.m. – 10:00 a.m.	Session 2: Slide Deck Standards	Jodan F. Manua EPS II – HRDD
	10:01 a.m. – 12:00 p.m.	Workshop 2: Session Presentation Development <ul style="list-style-type: none"> - TGCIP - Policy Development Training - Induction Course for Aspiring School Heads - Building Learning Communities for Instructional Coaches - Becoming the Leader of the Future - SOX Scholars' Convergence 	Dave C. Prodigio Maricel B. Dignadice Jodan F. Manua
	12:01 p.m. – 1:00 p.m.	<i>Lunch Break</i>	
	1:01 p.m. – 5:00 p.m.	Continuation of Workshop 2: Session Presentation Development	Dave C. Prodigio Maricel B. Dignadice Jodan F. Manua
	5:01 pm – 5:30 pm	Submission of Outputs	Writers
			Debriefing and Progress Reporting
Day 3 November 24, 2022	8:00 a.m. – 8:30 a.m.	Management of Learning	PMT
	8:31 a.m. – 10:00 a.m.	Session 3: NEAP Recognition of Professional Development Courses/Programs	
	10:00 a.m. – 12:00 p.m.	Workshop 3: Preparation of NEAP Recognition Documents <ul style="list-style-type: none"> - TGCIP - Policy Development Training - Induction Course for Aspiring School Heads - Building Learning Communities for Instructional Coaches - Becoming the Leader of the Future - SOX Scholars' 	Dave C. Prodigio Maricel B. Dignadice Jodan F. Manua



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		Convergence	
	12:01 p.m. – 1:00 p.m.	Lunch Break	
	1:01 p.m.	Continuation of Workshop 3: Preparation of NEAP Recognition Documents	Dave C. Prodigio EPS – HRDD
	5:01 pm – 5:30 pm	Submission of Outputs	Writers
		Debriefing and Progress Reporting	PMT
Day 4 November 25, 2022	8:00 a.m. – 8:30 a.m.	Management of Learning	PMT
	8:30 a.m. – 10:30 a.m.	Session 4: CPD Accreditation of Professional Development Courses/Programs	Dave C. Prodigio EPS – HRDD
	10:31 a.m. – 12:00 p.m.	Workshop 4: Preparation of CPD Accreditation Documents <ul style="list-style-type: none"> - TGCIP - Policy Development Training - Induction Course for Aspiring School Heads - Building Learning Communities for Instructional Coaches - Becoming the Leader of the Future - SOX Scholars' Convergence 	Dave C. Prodigio Maricel B. Dignadice Jodan F. Manua
	12:01 p.m. – 1:00 p.m.	Lunch Break	
	1:01 p.m. – 5:00 p.m.	Continuation of Workshop 4: Preparation of CPD Accreditation Documents	Dave C. Prodigio Maricel B. Dignadice Jodan F. Manua
	5:01 p.m. – 5:30 p.m.	Submission of Outputs	Writers
			Debriefing and Progress Reporting
Day 5 November 26, 2022	8:00 am – 11:00 pm	Presentation of Outputs and Feedback Session <ul style="list-style-type: none"> - TGCIP - Policy Development Training - Induction Course for Aspiring School Heads - Building Learning 	Dave C. Prodigio Maricel B. Dignadice Jodan F. Manua Mervie Y. Seblos





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		Communities for Instructional Coaches - Becoming the Leader of the Future - SOX Scholars' Convergence	
	12:01 pm – 1:00 pm	<i>Lunch Break</i>	
	1:01 pm – 3:00 pm	Closing Program	
		Ways Forward	Maricel B. Dignadice EPS II – HRDD-NEAP
		Awarding of Certificates	PMT
		Closing Remarks	Mervie Y. Seblos CES – HRDD
	3:01 pm – 5:00 pm	Debriefing and Accomplishment Reporting Home Sweet Home	PMT Participants

EVALUATION OF LEARNING RESOURCE PACKAGES OF PROFESSIONAL DEVELOPMENT PROGRAMS FOR TEACHERS AND SCHOOL LEADERS
 December 1-3, 2022

DAY/DATE	TIME	ACTIVITY	FACILITATOR
Day 0 November 30, 2022	1:00 p.m. – 5:00 p.m.	Arrival and Registration of Participants	Program Management Team (PMT)
Day 1 December 1, 2022	8:00 am – 8:30 am	Opening Program	
		- Preliminaries	PMT
		- Introduction of Participants	Jodan F. Manua EPS II – HRDD
		- Opening Remarks	Rebonfamil R. Baguio Director III
		- Statement of Purpose/Rationale of the Activity	Dave C. Prodigio EPS - HRDD
			- Message
	8:31 a.m. – 9:30 a.m.	Session 1: Learning Resource Standards	Roy D. Tribunalo P-II/PIC - Sarangani
	9:31 a.m. – 10:30 a.m.	Session 2: Learning Resource Evaluation Tools	Ma. Diane Joy R. Dela Fuente Head Teacher II -



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			Tacurong City
	10:31 a.m. – 12:00 p.m.	Workshop 1: Evaluation of Session Guides <ul style="list-style-type: none"> - TGCIP - Policy Development Training - Induction Course for Aspiring School Heads - Building Learning Communities for Instructional Coaches - Becoming the Leader of the Future - SOX Scholars' Convergence 	Dave C. Prodigio Maricel B. Dignadice Jodan F. Manua
	12:01 pm – 1:00 pm	<i>Lunch Break</i>	
	1:01 p.m. – 5:00 p.m.	Continuation of Workshop 1: Evaluation of Session Guides	Dave C. Prodigio Maricel B. Dignadice Jodan F. Manua
	5:01 pm – 5:30 pm	Submission of Outputs Debriefing and Progress Reporting	Writers PMT
Day 2 December 2, 2022	8:00 a.m. – 8:30 a.m.	Management of Learning	PMT
	8:30 a.m. – 10:30 a.m.	Session 2: Slide Deck Standards	Jodan F. Manua EPS II - HRDD
	10:31 a.m. – 12:00 p.m.	Workshop 2: Evaluation of Slide Decks <ul style="list-style-type: none"> - TGCIP - Policy Development Training - Induction Course for Aspiring School Heads - Building Learning Communities for Instructional Coaches - Becoming the Leader of the Future - SOX Scholars' Convergence 	Dave C. Prodigio Maricel B. Dignadice Jodan F. Manua
	12:01 p.m. – 1:00 p.m.	<i>Lunch Break</i>	
	1:01 p.m. – 5:00 p.m.	Continuation of Workshop 2: Evaluation of Slide Decks	Dave C. Prodigio Maricel B. Dignadice Jodan F. Manua



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	5:01 p.m. – 5:30 p.m.	Submission of Outputs Debriefing and Progress Reporting	Writers PMT	
Day 3 December 3, 2022	8:00 am – 11:00 pm	Presentation of Findings and Feedback Session <ul style="list-style-type: none"> - TGCIP - Policy Development Training - Induction Course for Aspiring School Heads - Building Learning Communities for Instructional Coaches - Becoming the Leader of the Future - SOX Scholars' Convergence 	Dave C. Prodigio Maricel B. Dignadice Jodan F. Manua Mervie Y. Seblos	
	12:01 pm – 1:00 pm	<i>Lunch Break</i>		
	1:01 pm – 3:00 pm	Closing Program		
		Ways Forward	Maricel B. Dignadice EPS II – HRDD-NEAP	
		Awarding of Certificates	PMT	
		Closing Remarks	Mervie Y. Seblos CES – HRDD	
3:01 pm – 5:00 pm	Debriefing Accomplishment and Status Reporting Home Sweet Home	PMT Participants		



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