



Republic of the Philippines  
**Department of Education**  
PROJECT MANAGEMENT SERVICE

PMS-2023- 052

**MEMORANDUM**

FOR : **Undersecretary GLORIA JUMAMIL-MERCADO, HROD**  
**Undersecretary GINA O. GONONG, CT**  
**Undersecretary REVSEE A. ESCOBEDO, Operations**  
**Undersecretary GERARD L. CHAN, Procurement**  
**Undersecretary KRISTIAN R. ABLAN, Administration**  
**Assistant Secretary ALMA RUBY C. TORIO, CT**  
**Assistant Secretary OMAR ALEXANDER V. ROMERO, Procurement**  
**Assistant Secretary FRANCIS CESAR B. BRINGAS, Operations**  
**Assistant Secretary CHRISTOPHER LAWRENCE S. ARNUCO, Admin.**  
**Regional Director RUTH L. FUENTES, Region IX**  
**Regional Director CARLITO D. ROCAFORT, Region XII**  
**Director General ABDULLAH SALIK, Jr., MBHTE-BARMM**

THROUGH :   
**ANNALYN M. SEVILLA**  
Undersecretary  
Finance

FROM :   
**SUSANA S. SANTIAGO**<sup>a</sup>  
Director IV  
Project Management Service

SUBJECT : **WORKSHOP FOR THE PREPARATION OF THE PROJECT OPERATIONS MANUAL (POM) OF THE TEACHER EFFECTIVENESS AND COMPETENCIES ENHANCEMENT PROJECT (TEACEP)**

DATE : March 9, 2023

This refers to the Teacher Effectiveness and Competencies Enhancement Project (TEACEP) proposed for World Bank (WB) financing of USD110 million which contains USD70 million Performance-Based Condition (PBCs; program loan), and USD40 million Investment Project Financing (IPF; project loan). The project aims to improve the quality of and equitable access to teaching in Kindergarten to Grade 6 (K-6) in the project-supported areas of Regions IX, XII and BARMM. TEACEP supports DepEd's institutional reform efforts in teacher professional development and competency standards with its focus on coaching, collaborative peer-to-peer teacher professional development (i.e., Learning Action Cells) and instructional leadership.

In preparation for project implementation, this Office will convene concerned Project Implementing Units (PIUs) for the development and crafting of the Project Operations

Manual (POM). The POM is intended to outline the main principles and procedures as well as the activities for the TEACEP implementation – including roles, functions, relationships and responsibilities of those involved in project implementation. Program Action Plans for the achievement of the project's PBCs, pre-procurement preparations and financial management will also be discussed with PIUs.

In view of this, **may we invite representatives from your office to a five-day workshop on March 20-24, 2023** at a venue within Mandaluyong City (advisory on the final venue to follow). Attached, for your reference, are the following:

- Attachment 1 TEACEP Profile
- Attachment 2 Indicative list/number of participants from concerned DepEd offices with the expected days of participation
- Attachment 3 Indicative Program of Activities

This Office will cover the venue and accommodations. Travel and other allowable expenses of Central and Regional participants shall be charged against respective local funds subject to the usual accounting and auditing rules and regulations.

For confirmation of attendance and other concerns, your staff may contact this Office, Attention: Ms. Elsie R. Tausa and/or Ms. Jerralyn M. Castillo, through email: [pms.pdd@deped.gov.ph](mailto:pms.pdd@deped.gov.ph) or through tel. no: (02) 8635-3983.

Thank you very much.

Encl: As stated

