



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

January 23, 2024

REGION MEMORANDUM
HRDD-2024-007

**DESIGNATION OF ALTERNATE REGIONAL CPD FOCAL PERSON
AND ADDITIONAL INFORMATION ON CPD ACCREDITATION
OF PROFESSIONAL DEVELOPMENT INTERVENTIONS**

To: Schools Division Superintendents
All Personnel Concerned

- Relative to the Continuing Professional Development (CPD) accreditation of professional development interventions in the region, this Office hereby designates **Roger V. Suerte, EPS-HRDD**, as **Alternate Regional CPD Focal Person** effective immediately.
- As the Alternate Regional CPD Focal Person, Mr. Suerte shall carry out the following functions:
 - coordinate with the Professional Regulation Commission (PRC) regarding the updates on CPD and other related matters,
 - provide technical assistance to program holders as regards the CPD accreditation of professional development programs for teaching and non-teaching personnel of DepEd Region XII, and
 - co-manage the CPDAS account of the DepEd Region XII.
- As regards the submission of documents for CPD Accreditation, the process stipulated in Enclosure 1 of this memorandum is reiterated and shall be STRICTLY followed by all program holders.
- Division CPD focal persons shall submit the applications to the Regional Office through the following personnel:

Name	Position/Designation	Email
Dave C. Prodigio	EPS-HRDD/Regional CPD Focal Person	dave.prodigio@deped.gov.ph
Roger V. Suerte	EPS-HRDD/Alternate Regional CPD Focal Person	roger.suerte@deped.gov.ph

- For concerns and clarifications, contact the abovementioned personnel through their email addresses.
- For immediate dissemination.


CARLITO D. ROCAFORT
Director IV



Address: Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telefax No.: (083) 2288825/ (083) 2281893
Website: depedroxii.org
Email: region12@deped.gov.ph



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Encl.: As stated

Reference: None

Allotment: None.

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

TRAINING PROGRAMS

*DCP/HRDD/RM- DESIGNATION OF ALTERNATE REGIONAL CPD FOCAL PERSON AND ADDITIONAL INFORMATION
ON CPD ACCREDITATION OF PROFESSIONAL DEVELOPMENT INTERVENTIONS / 0007/January 23, 2024*



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Enclosure of Region Memorandum HRDD-2024-007

PROCESS OF APPLICATION FOR CPD ACCREDITATION

- 1 •Program Holder submits to the SDO CPD focal person the proposal/documents for CPD accreditation.
- 2 •SDO CPD focal person checks the completeness and correctness of documents.
- 3 •SDO CPD focal person submits the proposal with endorsement duly signed by the SDS to the Regional Office through dave.prodigo@deped.gov.ph and roger.suerte@deped.gov.ph
- 4 •Regional CPD focal persons upload proposal to the CPD Accreditation System of PRC if no discrepancies found in the documents. If there are discrepancies, the regional CPD focal persons shall return the documents to the SDO. Process steps 1-3 shall be repeated.
- 5 •Regional CDP focal persons update the SDO CPD focal person of the status of application for CPD accreditation.