



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

January 2, 2024

REGION MEMORANDUM
QAD-2024-002

**RXII PARTICIPANTS TO THE TRAINING OF TRAINERS FOR EXAMINERS
AND IT SUPPORT TEAMS ON THE ONLINE SYSTEM FOR THE FY 2023
NQESH ADMINISTRATION**

To: Schools Division Superintendents

1. The Bureau of Human Resource and Organization Development -Human Resource Development Division (BHROD-HRDD) announces the conduct of the FY 2023 National Qualifying Examination for School Heads.
2. To prepare for the administration of the national test, the BHROD-HRDD shall be conducting a **Training for the Room Examiners and IT Support Teams on the Online System for the NQESH on January 17-19, 2024 at Horizon Suites, General Santos City.**
3. The activity aims to train trainers who will capacitate regional and division personnel on the features and functionality of the examination platform and site requirements and procedures in order to administer the examination and perform their duties and responsibilities during the administration of the FY 2023 NQESH efficiently and effectively.
4. Required participants in this activity are the following:
 - a. Quality Assurance Division (QAD) Chief or representative
 - b. Human Resource Development Division (HRDD) Chief or representative
 - c. Regional Information Technology Officer (RITO)
 - d. Chief Examiners (1 per examination site)
 - e. Room Examiners (1 per examination site)
 - f. Roving Proctors (4 per examination site)
5. See the enclosure for the names of the identified participants.
6. Participants are required to bring their own laptop with the following features:
 - a. Either WINDOWS 10 (or higher) or MAC OS 11.1 (or higher)
 - b. License and authority to install computer applications
 - c. Extension cords
 - d. Mobile data allocation in case wifi is not available
7. Board and lodging of the participants shall be charged to BHROD-HRDD using the OPDNTF Fund while their travel expenses shall be charged against their respective local funds, subject to existing accounting and auditing rules and procedures.



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8. First meal to be served is Lunch on Day 1 and the last is lunch on Day 3. Check in time is 2:00 p.m. on Day 1. Opening Program will start at 3:00 p.m. on Day 1.
9. For questions and clarifications, all concerned may contact Ms. Fatima Angeles of BHROD-HRDD through (02) 8470-6630 or Grace Patrice M. Mondragon at (083) 228-1896.
10. For information and appropriate action of all concerned.


CARLITO D. ROCAFORT
Director IV

Encl: As stated

Reference: DM-OUHROD-2023-1831

Allotment: None

To be indicated in the Perpetual Index under the subject

EXAMINATION

SCHOOL HEAD

TRAINING

LLLF/QAD/RM//RXII PARTICIPANTS TO THE TRAINING OF TRAINERS FOR EXAMINERS AND IT SUPPORT TEAMS
ON THE ONLINE SYSTEM FOR THE FY 2023 NQESH ADMINISTRATION/002/January 2, 2024



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Enclosure to Region Memorandum QAD-2024-002

**RXII PARTICIPANTS TO THE TRAINING OF TRAINERS FOR EXAMINERS AND
IT SUPPORT TEAMS ON THE 2023 NQESH**

No.	NAME	DESIGNATION	OFFICE/DIVISION	ASSIGNMENT
1	Luz Lalli L. Ferrer	Chief Education Supervisor	QAD	QAD Chief
2	Emily F. Enolpe	OIC-Chief Education Supervisor	HRDD	HRDD OIC-Chief
3	Aldwin B. Opre	Regional ITO	ORD-ICT	Regional ITO
4	Grace Patrice M. Mondragon	Education Program Supervisor	QAD (NQESH Coordinator)	Chief Examiner
5	Dave C. Prodigio	Education Program Supervisor	HRDD (NQESH Coordinator)	Chief Examiner
6	Kathrine H. Lotilla	OIC-Asst. Regional Director	AD	Chief Examiner
7	Ma. Jeanette N. Delima	Supervising Administrative Officer	FD	Chief Examiner
8	Norman S. Valeroso	Education Program Supervisor	QAD	Room Examiner
9	Louella D. Jabido	Education Program Supervisor	QAD	Room Examiner
10	Roger V. Suerte	Education Program Supervisor	HRDD	Room Examiner
11	Nathaniel F. Bangoc II	Education Program Supervisor	QAD	Room Examiner
12	Henry Fritz Diaz	SEPS	HRDD	Roving Proctor
13	Levi Carla Villanueva	Comp. Maintenance Technologist I	ORD-ICT	Roving Proctor
14	Charl Lorenz B. Nadela	Computer Programmer II	ORD-ICT	Roving Proctor
15	Michael Alexis Amboy	Division ITO	General Santos City	Roving Proctor
16	Cesar Ian Ranan	School ICT Coordinator	General Santos City	Roving Proctor
17	Manuel Philip Caoile Jr.	Division ITO	Kidapawan City	Roving Proctor
18	Roxanne P. Calo	Division ITO	Koronadal City	Roving Proctor
19	Joeymark M. Cantere	Division ITO	Cotabato	Roving Proctor
20	Allan Basubas	School ICT Coordinator	Cotabato	Roving Proctor
21	Roy J. Detoyato	Division ITO	Sarangani	Roving Proctor
22	Julius Ian Panogot	School ICT Coordinator	Sarangani	Roving Proctor
23	Vincent P. Celda	Division ITO	South Cotabato	Roving Proctor



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24	Nathaniel Ian Santillan	School ICT Coordinator	South Cotabato	Roving Proctor
25	Richard A. Fernandez	Division ITO	Sultan Kudarat	Roving Proctor
26	Limwel Telmo	School ICT Coordinator	Sultan Kudarat	Roving Proctor
27	Joey M. Lozano	Division ITO	Tacurong City	Roving Proctor