



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OFFICE - CAPIZ

February 26, 2024

DIVISION MEMORANDUM

No. **126**, s. 2024

**WORKSHOP ON TRAINING DESIGN PREPARATION FOR CONTINUING
PROFESSIONAL DEVELOPMENT (CPD) ACCREDITATION**

To: OIC, Office of the Asst. Schools Division Superintendent
Chief Education Supervisor, CID
OIC, Office of the Chief Education Supervisor, SGOD
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
All Others Concerned

1. The Department of Education (DepEd) recognizes the impact of quality of teachers and school leaders on student learning outcomes. In achieving DepEd's ultimate goal of producing Filipinos who are able to realize their full potential and contribute meaningfully to building the nation (BEDP 2030), the continuous reskilling and upskilling of teachers and school leaders is imperative.
2. Consistent with one (1) of the four (4) components of the DepEd MATATAG Agenda, that is, **give support to teachers to teach better** by providing them needs-responsive, effective, relevant, and accessible professional development programs, this Office through the Human Resource Development Unit of the School Governance and Operations Division will conduct a **Workshop on Training Design Preparation for Continuing Professional Development (CPD) Accreditation** on March 9, 2024. The venue will be announced later.
3. This workshop aims to:
 - a. assist the core group in the process and requirements of CPD Program Accreditation of the Professional Regulation Commission (PRC) as mandated by RA 10912; and
 - b. provide technical assistance on the development of Training Design and other pertinent documents for accreditation.




Address: Banica, Roxas City
Contact Number: (036) 6518 456/0968-869-5867
Email Address: capiz@deped.gov.ph
Website: <http://depedcapiz.ph>



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OFFICE - CAPIZ

4. Attached are the list of participants, composition of the Program Management Team (PMT), and the training matrix for your reference.
5. Expenses relative to the conduct of this activity shall be charged against HRTD Funds while the travel expenses of school head/ teacher participants are chargeable against their school MOOE both subject to the usual accounting and auditing rules and regulations.
6. Teacher participants, learning facilitators/resource speakers and the training management team are entitled to service credits in accordance with DepEd Order No. 53, s. 2003 titled: Updated Guidelines on the Grant of Vacation Service Credits to Teachers. On the other hand, non-teaching personnel including the management staff shall be provided with Compensatory Time Off (CTO) per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.
7. This Memorandum serves as a Travel Authority.
8. Immediate dissemination of this Memorandum is desired.


MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent *ije*

Encl.: As stated
Reference: As stated

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

SUPERVISION SCHOOLS SCHOOL HEADS TEACHERS



Address: Banica, Roxas City
Contact Number: (036) 6518 456/0968-869-5867
Email Address: capiz@deped.gov.ph
Website: <http://depedcapiz.ph>



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OFFICE - CAPIZ

Enclosure No. 1 to Division Memorandum No. 126, s. 2024

LIST OF PARTICIPANTS

NAME	POSITION
1. SEGUNDINA F. DOLLETE, EdD	CID CHIEF
2. RUTH C. GERVERO, PhD	EPS-ALS/SPED
3. SALVADOR DALE B. ARTATES	EPS-ENGLISH
4. MERLIE J. RUBIO, EdD	EPS-FILIPINO
5. ANDRES D. QUIACHON	EPS-SCIENCE
6. ELENIA P. BARANDA	EPS-MATHEMATICS
7. SEPHORA M. ROLDAN	EPS-AP
8. RONIE C. RETERACION	EPS-MAPEH
9. ALAN VINCENT B. ALTAMIA	EPS-ESP/GUIDANCE
10. ROLANDO B. JAMORA, PhD	EPS-EPP/TLE
11. LALAIN DELOS SANTOS	PSDS(CUARTERO&DAO)
12. MA. THERESA VILLAGRACIA	PSDS(JAMINDAN & SIGMA)
13. ANGEL F. PAYO, JR, EdD	PSDS(DUMALAG& DUMARAO)
14. FE D. BANEZ, EdD	PSDS(IVISAN&SAPIAN)
15. ZALDY CAALAM	PSDS(PANAY, PONTEVEDRA& CAPIZ NATIONAL HIGH SCHOOL)
16. CALIN B. BERNALES, EdD	PSDS(PANITAN & MAAYON)
17. JUDITH P. TU, EdD	PSDS(PRES. ROXAS&PILAR)
18. REYNALDO AZCARRAGA	PSDS(MAMBUSAO EAST &WEST)
19. LALAIN G. FUNDAL	PSDS(TAPAZ EAST&WEST)
20. KENNETH ANOCHE	EPS-ALS
21. GLENN DOLLETE	PDO II-LR
22. EDNA AZCARRAGA	OIC, Office of the Chief Educ. Supervisor
23. RONALD DILE	SEPS-SMM&E
24. MARGGIE OBLIGACION	SEPS- PLANNING AND RESEARCH
25. IMMACULADA J. AMORES	SEPS-HRD
26. ROMAR JARAVEL	EPS II- SOC. MOB.
27. JERRY MOSQUITE	EPS II- HRD
28. JHEAN MAE GRACE LINGCO	PDO-I (YF)
29. YZARDA CLAUDETTE BALLERA	PDO-1 (YF)



Address: Banica, Roxas City
Contact Number: (036) 6518 456/0968-869-5867
Email Address: capiz@deped.gov.ph
Website: <http://depedcapiz.ph>



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OFFICE - CAPIZ

30. JULY FALAGNE	PRINCIPAL-I
31. MARIA SP CUÑADA	TEACHER-I
32. MYRTHYL COCHING	PRINCIPAL III
33. REINA SARTAGUDA	HEAD TEACHER III
34. FATIMA ESCUTON	PRINCIPAL III
35. MARK NEL VENUS	TEACHER III
36. JONALYN BUENVENIDA	TEACHER I
37. GLADYS BAROLO	TIC
38. ESTELA FANO	PRINCIPAL II
39. EDWIN JASON DUEÑAS	MT II
40. CHRISTOPHER OBISPADO	TEACHER III
41. NASHRODIN ROXAS	TEACHER I
42. MARY LYN DE GUZMAN	MT I
43. ROWENA LUZA	HT VI/CAPIZ NHS
44. MABINI ABELLANO	PRINCIPAL II/ CUARTERO DISTRICT
45. MARIA RODA M. TOLORES	PRINCIPAL II/ CUARTERO DISTRICT
46. MYRA NERECENA	PRINCIPAL II/ DAO DISTRICT
47. MAYGAF DELA CRUZ	PRINCIPAL I/ DUMALAG DISTRICT
48. REY ANDRADA	TEACHER -III/ DUMARAO DISTRICT
49. GENESIS VESTIDAS	PRINCIPAL I/ IVISAN DISTRICT
50. JONEL D. SEMBRANO	PRINCIPAL I/ MAAYON DISTRICT
51. RONA C. OVERENCIO	MASTER TEACHER-I / TIC/ MAMBUSAO EAST DISTRICT
52. MARJORIC V. RICARDO	HEAD TEACHER-III/ MAMBUSAO WEST DISTRICT
53. RONA ODICTA	PRINCIPAL I/ SAPIAN DISTRICT
54. JOCELYN LUCHING	PRINCIPAL IV/ SIGMA DISTRICT
55. LOURDES V. OROPIO	PRINCIPAL IV/ PANAY DISTRICT
56. ROBERT D. VEGAS	HEAD TEACHER-III/ PANITAN DISTRICT
57. ELLEN MAE RODRIGUEZ	PRINCIPAL IV/ PILAR DISTRICT
58. DAVID DE ADO	HEAD TEACHER-III/ PRESIDENT ROXAS DISTRICT
59. ALDA MALIBONG	PRINCIPAL I/ PONTEVEDRA DISTRICT
60. LEA ARTUZ GIALOGO	HEAD TEACHER-III/ TAPAZ EAST DISTRICT
61. ANAMAE GAMAYAO	HEAD TEACHER-II/ TAPAZ WEST DISTRICT



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OFFICE - CAPIZ

Enclosure No. 2 to Division Memorandum No. 126, s. 2024

PROGRAM MANAGEMENT TEAM

Dr. Miguel Mac D. Aposin, CESO V	-	SDS
Dr. Luz U. Banson, CESE	-	OIC, Office of the ASDS
Dr. Segundina F. Dollete	-	CES, CID
Dr. Edna B. Azcarraga	-	EPS, OIC, Office of the CES, SGOD
Dr. Immaculada J. Amores	-	SEPS-HRD
Ronal D. Dile	-	SMM&E
Jerry V. Mosquite	-	EPS II-HRD
Rene Hortillas	-	Nurse II



Address: Banica, Roxas City
Contact Number: (036) 6518 456/0968-869-5867
Email Address: capiz@deped.gov.ph
Website: <http://depedcapiz.ph>



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OFFICE - CAPIZ

Enclosure No. 3 to the Division Memorandum No. 126, s. 2024

PROGRAM MATRIX		
	Time	Person In-charge
Arrival of Pax		
Registration		Jamie Rose Magsila
Opening Program		Jerry Mosquite EPS-II
• Rationale	9:00-10:00	Dr. Immaculda J. Amores SEPS-HRD
Break		
PRC CPD Accreditation Process & Requirements		Rolly Ben Madera NEAP R & HRDD - SEPS
Lunch Break	10:00-12:00	
Worshop on Instructional Design for CPD Program and other pertinent documents	12:00	Rolly Ben Madera NEAP R & HRDD - SEPS
Presentation of Instructional Design	1:00-3:00	
Critiquing and Revision	3:00-5:00	Core Group
Closing Program and Ways Forward		Rolly Ben Madera NEAP R & HRDD - SEPS NEAP Facilitators