



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

September 18, 2024

DIVISION MEMORANDUM

No. **556**  2024

**FINALIZATION WORKSHOP FOR THE SCHOOLS DIVISION OF CAPIZ CPD
PROVIDER APPLICATION**

To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools

1. In support of NEAP's ongoing program and organizational transformation particularly in ensuring the quality of its professional development programs, all training programs offered by DepEd across governance levels shall undergo quality assurance based on the standards set under DepEd Memorandum No. 044, s. 2023 titled Interim Guidelines for Quality Assurance and Monitoring and Evaluation of the NEAP Core Programs. To streamline NEAP's quality assurance mechanism and PRC's accreditation process for CPD programs, this Office, through the Curriculum Implementation Division, will conduct a two-day **Finalization Workshop for the Schools Division of Capiz CPD Provider Application** on September 21-22, 2024. Venue will be announced later.

2. This activity aims to:
 - a. review and refine the necessary documents and requirements for the Schools Division of Capiz's CPD provider application, ensuring full compliance with PRC standards;
 - b. enhance the participants' understanding of the CPD accreditation process and guidelines, promoting effective implementation and management; and
 - c. finalize the submission-ready application, incorporating feedback and ensuring all criteria for approval as a CPD provider are met.



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3. Participants to this activity are listed below.

Name	School
Dr. Lalain Delos Santos	PSDS
Alan Vincent Altamia	PSDS
Dr. Immaculada Amores	SDO-Capiz
Ronald Dile	SDO-Capiz
Jerry Mosquite	SDO-Capiz
Dr. Judith Tu	PSDS
Mark Nel Venus	CLRANHS
Edwin Salanatin	CLRANHS
Marylyn De Guzman	Pilar Central School
Jonalyn Buenvenida	FCYNHS
Maricris Venus	PES
Nashrudin Roxas	Jose Diva Avelino Jr National High School
Milbert Bechayda	CLRANHS
Stepanie Bocala-Canto	CLRANHS
Evita Rose Busil	PES
Krizel Aguadera	Marciano M. Patricio NHS

- Participants are advised to attend all sessions of the program. The first session will start at 8:00 o'clock in the morning on the first day and conclude at 4:00 pm on the final day. The first meal is morning snacks on Day 1 and the last meal is afternoon snacks on Day 2.
- Participants are advised to bring a laptop, extension cord, hard and softcopy of their lectures such as Slide Decks and Session Guides.
- Participants involved in this activity are entitled to service credits per 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 shall be provided with compensatory time off (CTO) as 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.



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7. Food, accommodation and other operational expenses relative to the conduct of this activity shall be charged against INSET Fund/MATATAG Curriculum Fund while travel expenses of the participants shall be charged to School MOOE subject to the usual accounting and auditing rules and regulations.
8. Immediate dissemination of this Memorandum is desired.

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

Encl.: None
Reference: As stated
To be indicated in the Perpetual Index
Under the following subjects:

WORKSHOPS

SCHOOLS

TEACHERS