

Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

October 9, 2023


**REGIONAL MEMORANDUM**

No. 1061, s. 2023

**To:** Schools Division Superintendents  
Functional Division Chiefs  
Schools Division Research Committee  
All Others Concerned

**RESCHEDULE OF VIRTUAL ORIENTATION FOR REGIONAL AND  
DIVISION FOCAL PERSONS AND SCHOOL HEADS FOR INDUCTION PROGRAM  
FOR BEGINNING TEACHERS (IPBT)**

1. In reference to the Advisory received from National Educators Academy of the Philippines, DepEd Central Office, dated October 3, 2023. This Office informs the field of the above-captioned subject.
2. The Virtual Orientation for Regional, Division focal persons and School heads who will be implementing the program will be moved to October 27, 2023, from 9:00 am to 12:00 noon.
3. Participants are instructed to register at **bit.ly/ipbt2023orientation** while the meeting link and other important details will be sent to their respective email address. Links to the IPBT materials, regional trackers, monitoring forms can be accessed through the IPBT portal at **bit.ly/neapteacherinduction**.
4. For the full details, please see the enclosed advisory
5. Immediate dissemination of this Memorandum is highly appreciated,

  
**WILFREDO E. CABRAL, CESO III**  
Regional Director

Encl.: As stated  
Reference:  
To be indicated in the Perpetual Index



Misamis St., Bago Bantay, Quezon City

Email Address: [ncr@deped.gov.ph](mailto:ncr@deped.gov.ph)  
Website: <http://www.depedncr.com.ph>

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Republika ng Pilipinas

## Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

October 3, 2023

### ADVISORY

This is in reference to DM-OUHROD-2023-1372, titled Conduct of Activities Related to the Induction Program for Beginning Teachers dated September 20, 2023.

The virtual orientation for regional and division focal persons and school heads who will be implementing the program will be moved to October 27, 2023, from 9:00 am to 12:00 noon. Participants are instructed to register at [bit.ly/ipbt2023orientation](http://bit.ly/ipbt2023orientation), while the meeting link and other important details will be sent to their registered email address.

Links to the IPBT materials, regional trackers, monitoring forms, and other program updates, can be accessed through the IPBT portal at [bit.ly/neapteacherinduction](http://bit.ly/neapteacherinduction).

For more information and clarifications, please contact Ms. Richie Vesagas or Mr. Jerson Capuyan of the National Educators Academy of the Philippines-Professional Development Division, Department of Education at DepEd Central Office, Room 211 Mabini Building, DepEd Complex, Meralco Ave., Pasig City through email at [pdd.pdi@deped.gov.ph](mailto:pdd.pdi@deped.gov.ph) or at telefax number (02) 8715-9919.

  
**JENNIFER E. LOPEZ**  
Director III

Officer-in-Charge, Office of the Director IV

[NEAP-PDD/Vesagas]

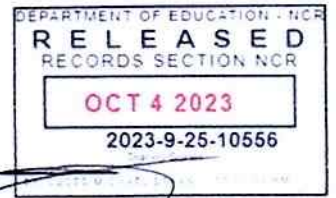
**DepEd**  
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Republic of the Philippines  
**Department of Education**  
 NATIONAL CAPITAL REGION

October 3, 2023


**REGIONAL MEMORANDUM**

No. 1006, s. 2023

**To:** Schools Division Superintendents  
 Functional Division Chiefs  
 All Others Concerned

**CONDUCT OF IMPLEMENTATION AND OTHER ACTIVITIES RELATED TO THE  
 INDUCTION PROGRAM FOR BEGINNING TEACHERS**

1. In reference to the communication received from the Professional Development Division, DepEd Central Office dated September 23, 2023, this Office informs the field of the above-captioned subject.
2. Following the provisions of DO 11, s 2019 on the Implementation of the NEAP Transformation, NEAP is mandated to take charge of the design, development, and delivery of programs supporting teachers and school leaders. This includes the induction program for all newly hired teachers in becoming effective and efficient in performing his or her functions as a full-pledged DepEd personnel.
3. Relative to this, DepEd NCR shall ensure that Schools Division Offices (SDOs) collate data on the schools and number of newly hired teachers who will start their induction for SY 2023-2024. Links to the regional trackers, as well as coursebooks and monitoring forms, can be accessed through **[bit.ly/neapteacherinduction](http://bit.ly/neapteacherinduction)**.
4. Program implementers, i.e., regional and division focal persons, school heads and master/head teachers, who will be implementing the program for SY 2023-2024 are instructed to register **[bit.ly/ipbt2023orientation](http://bit.ly/ipbt2023orientation)** for the clustered virtual orientation on October 17-20, 2023.
5. For more information and clarifications, please contact Ms. Richie Vesagas of DepEd Central Office through email **[pdd.pdi@deped.gov.ph](mailto:pdd.pdi@deped.gov.ph)** or at telefax number (02) 8715-9919 NEAP- Professional Development Division.
6. Immediate dissemination of and appropriate action on this memorandum is desired.

  
**WILFREDO E. CABRAL, CESO III**  
 Regional Director



Misamis St., Bago Bantay, Quezon City

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Republic of the Philippines  
**Department of Education**  
 NATIONAL CAPITAL REGION



DepEd NCR HRDD-NEAP <hrdd.ncr@deped.gov.ph>

**Fwd: CONDUCT OF THE IMPLEMENTATION AND OTHER ACTIVITIES RELATED TO THE INDUCTION PROGRAM FOR BEGINNING TEACHERS (IPBT)**

2 messages

DepEd National Capital Region <ncr@deped.gov.ph>

To: HRDD-NEAP NCR <hrdd.ncr@deped.gov.ph>, Haji Palmero <haji.palmero@deped.gov.ph>, records.ncr@deped.gov.ph, Willie CABRAL <willfredo.cabra@deped.gov.ph>

Sat, Sep 23, 2023 at 4:07 PM



----- Forwarded message -----

From: Professional Development Division <pd@deped.gov.ph>

Date: Fri, Sep 22, 2023 at 4:43 PM

Subject: CONDUCT OF THE IMPLEMENTATION AND OTHER ACTIVITIES RELATED TO THE INDUCTION PROGRAM FOR BEGINNING TEACHERS (IPBT)

To: Department of Education Regional Office III <deped-3@deped.gov.ph>, DepEd Region IV-A CALABARZON <deped-4a@deped.gov.ph>  
 <deped-5@deped.gov.ph>, Mimaropa Region <deped-5@deped.gov.ph>  
 <deped-6@deped.gov.ph>, DepEd VI Western Visayas <deped-6@deped.gov.ph>, DepEd Region VII Central Visayas <deped-7@deped.gov.ph>  
 <deped-8@deped.gov.ph>, DepEd Region VIII Central Luzon <deped-8@deped.gov.ph>, DepEd RO-IX ZamPen <deped-9@deped.gov.ph>  
 <deped-10@deped.gov.ph>, Department of Education Region 10 <deped-10@deped.gov.ph>, DepEd XI Davao Region <deped-11@deped.gov.ph>  
 <deped-12@deped.gov.ph>, DepEd XII Soccsksargen <deped-12@deped.gov.ph>, DepEd Region XIII CARAGA <deped-13@deped.gov.ph>  
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 William Bacani <wbacani@deped.gov.ph>, Florinda Dimansana <fdimansana@deped.gov.ph>  
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 <deped-17@deped.gov.ph>, Marietta Annaw <mariettaannaw@deped.gov.ph>, Antonia Tayag <antoniatayag@deped.gov.ph>  
 <deped-18@deped.gov.ph>, FLORDELIZA DALIN <flordelizadalin@deped.gov.ph>  
 CC: National Educators Academy of the Philippines Office of the Director <naep@deped.gov.ph>, MARIFE MORCILLA <marife@deped.gov.ph>, Richie Carla Vesagas <rcvesagas@deped.gov.ph>, Dustin Troy Joson <dtrioson@deped.gov.ph>, Ma. Carmila Clave <mcclave@deped.gov.ph>, Jerson Capuyan <jcapuyan@deped.gov.ph>  
 <deped-19@deped.gov.ph>, Florentino Varron Jr <fvarronjr@deped.gov.ph>

Good Day from the National Educators Academy of the Philippines!

1. Following the provisions of DO 11, s. 2019 or the Implementation of the NEAP Transformation, NEAP is mandated to take charge of the design, development and delivery of programs supporting teachers and school leaders. This includes the induction program for all newly hired teachers which encompasses the support mechanisms put in place to assist newly hired teachers in becoming effective and efficient in performing his or her functions as a full-fledged DepEd personnel.
2. Field implementers shall continue to use the existing PPST-based coursebooks and materials in the induction of new teachers. Beginning teachers who have participated in the pilot implementation and have completed all Year 1 activities and coursebooks shall continue with the Year 2 and 3 of the program. Please see Enclosure 1 for the summary of activities.
3. Expenses for the school-based induction activities shall be charged to the school MOOE, subject to the usual accounting and auditing rules and regulations.
4. Relative to this, regional offices (RO) shall ensure that Schools Division Offices (SDOs) collate data on the schools and number of newly hired teachers who will start their induction for SY 2023 - 2024. Links to the regional trackers, as well as coursebooks and monitoring forms, can be accessed from: [https://www.depedncr.com.ph](#)



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**Department of Education**  
**NATIONAL CAPITAL REGION**

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5. ROs shall submit the accomplished data sheet on or before **September 29, 2023**. The submitted data will be valuable in the subsequent reorientation of program implementers and other funding considerations regarding the program.
6. In addition, ROs and SDOs must strengthen monitoring of the implementation and ensure the timely submission of monitoring forms. Monitoring details are summarized in Enclosure 2.
7. Program implementers, i.e., regional and division focal persons, school heads and master/head teachers, who will be implementing the program for SY 2023-2024 are instructed to register at <https://ipbt2023orientation.com> for the clustered virtual orientation on October 17-20, 2023.
8. For more information and clarifications, please contact Ms. Richie Vesagas of the National Educators Academy of the Philippines-Professional Development Division, Department of Education at DepEd Central Office, Room 211 Mabini Building, DepEd Complex, Meralco Ave., Pasig City through email at [richie.vesagas@deped.gov.ph](mailto:richie.vesagas@deped.gov.ph) or at telefax number (02) 8715-9919.
9. For your information and strict compliance.

*Enclosure 1: Summary of IPBT Activities for Beginning Teachers*  
 Please access <https://ipbt2023orientation.com> for the full copy of materials

Year		Courses	In-school Mentoring	Other Activities	Possible MOVs
Year 1	Quarter 1	Orientation and Guide for Mentors and Teachers Coursebook 1	Coaching and Mentoring  Differentiated Supervision	1 formal classroom observation every quarter	Mentoring schedule or agreements  Accomplished and checked coursebooks
	Quarter 2	Coursebook 2	Submission of outputs and exit quizzes to be checked by the mentors. Feedback will be discussed with the mentees.	LAC sessions	Passing scores of summative quizzes
		Mainstreamed Learning Delivery Modalities (LDM) modules		Job-embedded learning	Signed Course Completion Certificates
	Quarter 3	Coursebook 3		Other relevant PD programs (e.g. INSET)	Signed COTs
		Coursebook 4			
Quarter 4	Coursebook 5	Performance Monitoring and Coaching Forms			
	Coursebook 6				
End of SY: Submission of Year 1 Portfolio					
Year 2			Coaching and Mentoring  Differentiated Supervision	1 formal classroom observation every quarter  LAC sessions  Job-embedded learning  Other relevant PD	LAC Reports  PD Certificates  Signed IPCRF-IDP

<https://mail.google.com/mail/u/1/?ik=3c2d61cef6&view=pt&search=nl&permmsgid=thread-f.1777814942223135096&simpl=msg-f.1777814942223>



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programs			
End of SY: Submission of Year 2 Outputs embedded in the RPMS Portfolio			
Year 3		Coaching and Mentoring  Differentiated Supervision	1 formal classroom observation every quarter  LAC sessions  Job-embedded learning  Other relevant PD programs
End of SY: Submission of Year 3 Outputs embedded in the RPMS Portfolio			
Completion Ceremony			

*Enclosure 2 - Monitoring and Evaluation Details*

Please access [https://www.deped.gov.ph/](#) for the downloadable copy of the forms.

M&E Document	Person Responsible	Submission Details
Coursebook Exit Quizzes lodged in the National Education Portal ( <a href="#">https://www.deped.gov.ph/</a> )	IPBT Mentor	certificate indicating passing score to be submitted to mentor
IPBT Portfolio (physical or digital)	IPBT Mentee	to be submitted to mentor and school head at the end of each SY
M&E Form for Mentors	IPBT Mentor	to be submitted to the School Head at the end of each SY
M&E Form for School Heads	School Head	to be submitted to the Division IPBT Coordinator at the end of each SY
M&E Form for Division Coordinators	IPBT Division Coordinators	to be submitted to NEAP-R at the end of each SY

Please acknowledge receipt of this email. Thank you and GOD bless.

Respectfully,

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