



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

September 5, 2024

**REGIONAL MEMORANDUM**

No. 893 s. 2024

**To:** Schools Division Superintendents

**THIRD FOCUS GROUP DISCUSSIONS (FGD) OF REGIONAL PROGRAM MANAGEMENT TEAM FOR THE PROFESSIONAL ENHANCEMENT PROGRAM OF DEPED NCR THIRD LEVEL OFFICIALS**

1. In adherence to the DepEd NCR Competency-Based L&D Plans and Guidelines, it is recommended that third level officials include two planned interventions per year focusing on enhancing the organizational culture and strengthening the leadership competencies of Education Leaders and managers.
2. The Regional Program Management Team (RPMT) Professional Enhancement Program for DepEd Third Level officials, will hold its third Focus Group Discussions (FGD) on **September 10, 2024**, in **SDO Pasig City**, from 8:00 a.m. to 5:00 p.m.
3. The Third Focus Group Discussion (FGD) aims to:
  - a. **Validate Program Alignment with DepEd Regional Priorities and Needs:** Confirm that the program's content, structure, and delivery methods align with the specific needs, challenges, and priorities of DepEd third-level officials. This includes ensuring relevance to their roles, responsibilities, and the current educational landscape.
  - b. **Gather Feedback and Refine Program Components:** Solicit specific, actionable feedback from participants on all aspects of the program, including content, format, delivery, and potential impact. Use this feedback to refine and enhance the program to maximize its effectiveness and relevance.
  - c. **Foster Ownership and Commitment to Program Implementation:** Generate excitement and buy-in for the program among participants, encouraging them to view it as a valuable tool for their professional growth and the betterment of the DepEd system. This includes identifying potential champions and addressing any concerns or barriers to successful implementation.

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4. Attached is the list of participants (*Enclosure 1*) for the Focus Group Discussions (FGD) of the Regional Program Management Team for the Professional Enhancement Program of Third-Level Officials.
5. This Memorandum shall likewise serve as the official travel authority document of the participants.
6. Expenses relative to the conduct of the activity shall be charged to the host division's local funds subject to usual accounting and auditing rules and regulations.
7. For questions and concerns, please contact Arren V. Aduan, Education Program Supervisor – HRDD-L&D NEAP(R) at [hrdd.ncr@deped.gov.ph](mailto:hrdd.ncr@deped.gov.ph).
8. Immediate dissemination and compliance of this memorandum is desired.

**JOCELYN DR ANDAYA**  
Director IV





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Enclosure 1:

**PARTICIPANTS IN THE THIRD FOCUS GROUP DISCUSSION (FGD) OF  
REGIONAL PROGRAM MANAGEMENT TEAM FOR THE PROFESSIONAL  
ENHANCEMENT PROGRAM FOR THIRD-LEVEL OFFICIALS**

PARTICIPATION	NAME	POSITION	OFFICE
Focal Person	Alejandro G. Ibañez, CESO V	SDS	TaPat
Members	Jenilyn Rose B. Corpuz, CESO V	SDS	Caloocan City
	Margarito B. Materum, CESO V	SDS	San Juan City
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