





Republic of the Philippines

Department of Education

NATIONAL CAPITAL REGION

REGIONAL MEMORANDUM ORD-2024-1085

TO

SCHOOLS DIVISION SUPERINTENDENTS

SDO Marikina SDO Muntinlupa

FROM

OFFICE OF THE REGIONAL DIRECTOR

SUBJECT :

WORKSHOP ON THE DEVELOPMENT OF INDUCTION

PROGRAM FOR BEGINNING TEACHERS LEARNING

RESOURCE PACKAGE (PHASE 4)

DATE

October 16, 2024

- 1. This is in reference to the Memorandum DM-OUHROD-2024-2056 dated October 10, 2024 from Wilfredo E. Cabral, Regional Director, Officer-in-Charge, Office of the Undersecretary for Human Resource and Organizational Development and School Infrastructure and Facilities, informing the concerned Schools Division Office about the above-captioned subject.
- 2. The following personnel who will served as **writers** are advised to attend the **Phase 4 Workshop** which will be held on October 21-25, 2024 at NEAP Marikina:
 - Batch 1: Drafting of Monitoring and Evaluation Annexes of the IPBT Implementing Guidelines (October 21-22, 2024)

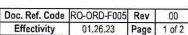
Batch 2: Revision and Finalization of the Draft IPBT Learning Resource Package (October 23-25, 2024)

Name	Designation	Office	Batch/Activity	Dates
Noemi A.	SEPS-	SDO	Batch 1 and 2	October
Velario	Planning and	Marikina		21-25,
	Research			2024
Ivy M.	SEPS-	SDO	Batch 2	October
Romano	Human	Muntinlupa		23-25,
	Resource			2024
	Development			





6 Misamis St., Bago Bantay, Quezon City Email Address: ncr@deped.gov.ph Website: http://www.depedncr.com.ph







Republic of the Philippines

Department of Education

NATIONAL CAPITAL REGION

- 3. The identified participants are requested to confirm their attendance through the registration link bit.ly/IPBTphase4Reg.
- 4. The participants for Batch 1 are advised to check in on October 20, 2024, 3:00 p.m. while for Batch 2 will be on October 22, 2024, 5:00 p.m.
- 5. The participants are also advised to bring their own laptops, chargers, extension cords, and other sources of internet connectivity.
- 6. The participants' board and lodging will be charge to NEAP HRD Fund while transportation, per diem, and other incidental expenses will be charged to their local funds subject to the usual accounting and auditing rules and regulations.
- 7. For other questions and concerns, kindly coordinate Ms. Julie Lyka Ignao, Project Development Officer II, NEAP-PDD, through email julie.ignao@deped.gov.ph/neap.pdd@deped.gov.ph or landline (02) 8715-9919, or Viber 09975670093.
- 8. Immediate dissemination and strict compliance with this Memorandum is desired.

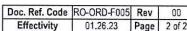
JOCELYN DR ANDAY

Director IV











Department of Education

OFFICE OF THE UNDERSECRETARY HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM DM-OUHROD-2024-1050

TO

: Regional Directors

Schools Division Superintendents

School Heads

All Others Concerned

FROM

WILFREDO E. CABRAL

Regional Director and Officer-in-Charge

Office of the Undersecretary for Human Resource and Organizational

Development and School Infrastructure and Facilities

SUBJECT

: WORKSHOP ON THE DEVELOPMENT OF INDUCTION

PROGRAM FOR BEGINNING TEACHERS LEARNING RESOURCE

PACKAGE (PHASE 4)

DATE

10 October 2024

 Following the Phase 3 Workshop on the Development of the Induction Program for Beginning Teachers (IPBT) held last 30 September - 04 October 2024, the National Educators Academy of the Philippines (NEAP) will conduct the **Phase 4** Workshop on the Development of IPBT Learning Resource Package, with schedule and details as follows:

Dates	Batch/Activity	Venue	Terms of Reference of Participants
21-22 October 2024	Batch 1: Drafting of Monitoring and Evaluation Annexes of the IPBT Implementing Guidelines	NEAP	337
23-25 October 2024	Batch 2: Revision and Finalization of the Draft IPBT Learning Resource Package	Marikina	Writers

- 2. The objectives of the workshop are as follows:
 - a. Draft the annexes of the IPBT Implementing Guidelines; and
 - b. Revise and finalize the draft IPBT coursebooks for teachers and guide for mentors.
- 3. For reference, attached are the List of Participants and Qualifications of Writers—(Enclosure 1), Indicative Program of Activities (Enclosure 2), and Meal Provision Guide (Enclosure 3).





- 4. For the Batch 1 Activity, NEAP requests the participation of one (1) representative from each specified region who will serve as the writers of the IPBT Implementing Guidelines Annexes. The Batch 1 participants are advised to check in on 20 October 2024 (Sunday), 3:00 p.m.
- 5. For the Batch 2 Activity, the writers from the Phases 2 and 3 workshops are expected to attend. The Batch 2 participants are advised to check in on 22 October 2024 (Tuesday), 5:00 p.m.
- 6. Selected writers are requested to attend both Batch 1 and Batch 2 Activities as they will help ensure the continuity and quality of the draft IPBT learning resource package/outputs.
- 7. The identified participants are requested to confirm their attendance through the registration link <u>bit.ly/IPBTphase4Reg</u> on or before 18 October 2024.
- 8. The participants are reminded to bring their own laptops, chargers, extension cords, and other sources of internet connectivity (e.g., mobile data, pocket wifi, etc.).
- 9. The participants' board and lodging will be charged against NEAP HRD Fund while transportation, per diem, and other incidental expenses will be charged to Central Office/Regional Office/Schools Division Office/local funds subject to the usual accounting and auditing rules and regulations.
- 10. For other questions and concerns, please coordinate with Ms. Julie Lyka Ignao, Project Development Officer II, NEAP Professional Development Division, through email <u>julie.ignao@deped.gov.ph</u> / <u>neap.pdd@deped.gov.ph</u>, landline (02) 8715-9919, or Viber 09975670093.
- 11. For immediate dissemination and appropriate action.

Enclosures:

Enclosure 1 - List of Participants and Qualifications of Writers

Enclosure 2 - Indicative Program of Activities

Enclosure 3 - Meal Provision Guide

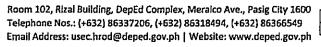
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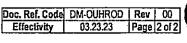
ATTY. REVSEE A. ESCOBEDO Undersecretary for Operations

[NEAP/ Vesagas/Clave]











Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 1

LIST OF PARTICIPANTS AND QUALIFICATIONS OF WRITERS

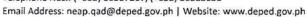
Workshop on the Development of the Induction Program for Beginning Teachers (Phase 4)
October 21-25, 2024 / NEAP NCR, Marikina City

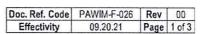
No.	Name	Office	Position/Designation			
	Program Management Team					
1	Marife Morcilla		Project Development Officer V			
2	Richie Carla Vesagas		Senior Education Program Specialist			
3	Julie Lyka Ignao		Project Development Officer II			
4	Jufeel Pulvosa	NEAP-PDD	Project Development Officer II			
5	Ann Christine Sison	The control of the co	Technical Assistant II			
6	Jallal Malaguia		Technical Assistant II			
7	Toni Rose H. Rosales		Technical Assistant II			
8	Evelyn D. Cruzada	NEAP	Highly Technical Consultant			
9	Maria Teresa L. Manicio	Research Institute for Teacher Quality	Deputy Director			
10	Ali Anudin	Research Institute for Teacher Quality	Senior Program Manager			
11	Mike Angel Renon	Research Institute for Teacher Quality	Research Assistant			
12	Joanna Marie Rodil	Research Institute for Teacher Quality	Research Assistant			
13	Ma. Salome Fulgencio	Research Institute for Teacher Quality	Research Assistant			
14	Gerry C. Areta	Philippine Normal University	Associate Professor			
15	Marie Chiela Malcampo	Philippine Normal University	Associate Professor			
16	Alvin B. Barcelona	Philippine Normal University	Assistant Professor			
17	Victoria Delos Santos	Philippine Normal University	Associate Professor			
18	Representative	Planning Service - Policy Research and Development Division				











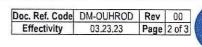


19	Representative	Planning Service - Policy Research and Development Division	
20	Welfare Officer	NCR	Nurse/Medical Officer

	Field Personnel Participants					
Batch	1 Participants: October 21-22, 20	24				
21 - 28	One M&E representative from: Region I Region 4-MIMAROPA Region V Region VI Region VIII Region IX Region X Region XII		Qualifications: - Not a participant of the Workshop on the Development of IPBT Phases 2 and 3 - Familiar with or has experience implementing or monitoring the Induction Program for Beginning Teachers - RO or SDO M&E Focals			
Batch	2: Writers (October 23-25, 2024)					
29	Elsie V. Mayo	Region I	Principal IV			
30	Romel N. Sanchez		Head Teacher III			
31	Divina Ramel	Region II	Principal II			
32	Jennifer A. Quiambao	Region III	Principal I			
33	Arlene M. Hernandez	Region IV-A	Principal I			
34	Marlin G. Rylander	Region IV-B	Head Teacher III			
35	Ma. Shella B. Suñas	Region V	Principal 1			
36	Lalain E. Del los Santos	Region VI	Public District Supervisor			
37	Jay C. Blancaflor		Education Program Specialist II			
38	Yvonne B. Gera	Region VII	Senior Education Program Specialist			
39	Marisol C. Margate	Region VIII	Education Program Specialist II			
40	Elixes B. Eleccion	Region XI	Principal III			



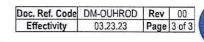




41	Fe H. Lopez	CARAGA	Senior Education Program Specialist
42	Marylin A. Tolbe	CAR	Public Schools District Supervisor
43	Ivy M. Romano	NCR	Senior Education Program Specialist
Batch	1 and 2 Participants: October 21-	25, 2024	
44	Joy S. Ferrer-Lopez	Region II	Education Program Supervisor
45	Annie Michelle F. Laurzano	Region III	Public District Supervisor
46	Gerlie C. Lopez	Region IV-A	Education Program Supervisor
47	Gayle J. Malibiran		Education Program Supervisor
48	Jonalyn B. Pattalitan		Education Program Specialist II
49	Christian Mespher A. Hernandez		Principal I
50	Grace Urbien-Salvatus		Principal II
51	Christian M. Alberto	Region IV-B	Senior Education Program Specialist
52	Annie B. Baylon	Region V	Principal II
53	Noemi A. Velario	NCR	Senior Education Program Specialist
54	Rosa H. Cabotaje	Region VII	Education Program Supervisor
55	Ma. Colleen L. Emoricha	Region IX	Assistant Schools Division Superintendent
56	Kevin Lloyd V. Hijastro	Region XII	Education Program Specialist II









Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 2

INDICATIVE PROGRAM OF ACTIVITIES

Workshop on the Development of the Induction Program for Beginning Teachers (Phase 4) October 21-25, 2024 / NEAP NCR, Marikina City

Ē	Day 0	Day 1	Day 2	Day 3	Day 4	Day 5
IIme	OCT. 40	Oct. 41	Oct. 22	Oct. 23	Oct. 24	Oct. 25
8:30 - 9:00 AM	Travel from	Registration (Batch 1)	Preliminaries	Registration (Batch 2)	Prelir	Preliminaries
9:00 - 10:00 AM	residence to	Ovening Program	Finalization of	• Opening	Cont'd Workshop 2	Finalization of Outputs
		(Batch 1)	Outputs	Program (Batch 2)		
		Program Overview		Program Updates		
10:00 -10:15 AM				Health Break		
10:20 -10:40 AM		 Draft Implementing Guidelines 	Cont'd Finalization	Group Conferences with Validators	Cont'd Workshop 2	Cont'd Finalization
		 Input on Crafting 				
10:40 - 12:00 PM		M&E for National Programs and				
		Policies				
12:00 - 1:00 PM				Lunch Break		











NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES Department of Education

Closing Program	Travel from Venue to	Residence	
Cont'd Workshop 2		Cont'd Workshop 2	
Workshop 2: Revision of Coursebooks for Teachers and Mentors' Guide	Break	Cont'd Workshop 2	aily Evaluation
Closing Program for Batch 1	Health Break	Arrival of Batch 2	Reminders and Daily Evaluation
Workshop 1: Crafting M&E Annexes to Support the Implementing Guidelines		Cont'd Workshop 1	
1:00 - 2:30 PM	2:30 - 2:45 PM	2:45 - 4:00 PM	4:45 - 5:00 PM







2nd Floor, Mabini Building, DepEd Complex, Meralco Ave., Pasig City 1600 Telephone Nos.: (+632) 86388638, (+632) 86337207 Email Address: neap.qad@deped.gov.ph | Website: www.deped.gov.ph/neap



Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 3

MEAL PROVISION GUIDE

Workshop on the Development of the Induction Program for Beginning Teachers (Phase 4)
October 21-25, 2024 / NEAP NCR, Marikina City

1. For Batch 1 participants:

Meals	October 20 Sunday	October 21, 2024 Monday	October 22, 2024 Tuesday
Breakfast		~	~
AM Snack	100 B	~	~
Lunch		~	~
PM Snack		~	*
Dinner	~	~	

2. For Batch 2 participants:

Meals	October 22 , 2024 Tuesday	October 23, 2024 Wednesday	October 24, 2024 Thursday	October 25, 2024 Friday
Breakfast		~	~	~
AM Snack		~	~	~
Lunch		~	~	~
PM Snack		~	~	~
Dinner	~	~	~	





