



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



February 4, 2025

REGIONAL MEMORANDUM

No. 120, s. 2025

To: Schools Division Superintendents
Assistant Schools Division Superintendents
Chief Education Supervisors, Regional Office Functional Divisions
All Others Concerned

**SIBOL: PROFESSIONAL DEVELOPMENT PROGRAM FOR CHIEF
EDUCATION SUPERVISOR PHASE 1 (BINHI)**

1. Pursuant to the *Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM)* Learning and Development Pillar that emphasizes the importance of professional development of all personnel in attaining organizational goals and ensure continuum of professional practice that supports supervisors in the conduct of their roles in the regions, divisions, and schools, this Office informs the field of the above-captioned subject which will be held on **February 11 to 13, 2025** in a venue to be announced in separate communication.
2. Spearheaded by the Human Resource Development Division-National Educators Academy of the Philippines in the Region (HRDD-NEAP-R), the activity highlights '*fostering integrity-based leadership*' which will provide opportunity to Chief Education Supervisors (CES) of the Regional Office and Schools Division Offices. This aims to strengthen their knowledge and skills in upholding integrity in leadership amidst challenges and opportunities as well as in addressing conflicts fairly and ethically within diverse environment. The phase 1 entitled "*Binhi*" will serve as guide in establishing integrity-centered leadership within their respective divisions.
3. Please refer to the following Enclosures for guidance and reference:
 - Enclosure No. 1: List of Participants and Regional Program Management Team (RPMT)
 - Enclosure No. 2: Indicative Program of Activities
4. The details of participants and RPMT check-in and check-out as well as meal schedule are as follows:



6 Misamis St., Bago Bantay, Quezon City

Email Address: ncr@deped.gov.ph

Website: <http://www.depedncr.com.ph>



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NATIONAL CAPITAL REGION

A. Participants

Check-In	Check-Out
February 11, 2025 (Tuesday) 2:00 P.M.	February 13, 2025 (Thursday) 12:00 N.N.

MEALS	February 11, 2025	February 12, 2025	February 13, 2025
Breakfast		✓	✓
AM Snacks	✓	✓	✓
Lunch	✓	✓	✓
PM Snacks	✓	✓	
Dinner	✓	✓	

B. Regional Program Management Team

Check-In	Check-Out
February 10, 2025 (Monday) 2:00 P.M.	February 13, 2025 (Thursday) 12:00 N.N.

MEALS	February 10, 2025	February 11, 2025	February 12, 2025	February 13, 2025
Breakfast		✓	✓	✓
AM Snacks	✓	✓	✓	✓
Lunch	✓	✓	✓	✓
PM Snacks	✓	✓	✓	
Dinner	✓	✓	✓	

5. Participants are reminded to bring their laptops, chargers, extension cords, alternative internet connectivity sources (e.g., mobile data, pocket wifi), and a padlock with key for a scheduled activity.

6. The training materials, board and lodging, travel expenses, per diem and incidental expenses of the participants and resource persons shall be charged to OSEC-NCR-24-6082. Travel expenses, per diem, other incidental expenses, and board and lodging for SDO's drivers/chaperones shall be charged to their local funds, subject to the usual accounting and auditing rules and regulations.

7. This Memorandum shall likewise serve as the official travel authority documents of the identified participants.



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8. The participants are entitled to Service Credits or Compensatory Time Off in accordance with DepEd Order No.53,s.2003 titled Updated Guidelines on Grant of Vacation Service Credits to Teachers, in case the activities will fall on weekends, holidays, and work suspension.
9. For questions and clarifications regarding the activity, please contact **Arren V. Aduan**, Education Program Supervisor, HRDD-NEAP, or **Leah Ailah C. Vicencio**, Senior Education Program Specialist at hrrd.ncr@deped.gov.ph
10. For information and strict compliance.

JOCELYN DR ANDAYA
Regional Director, NCR
concurrent Officer-In-Charge, Office of the
Assistant Secretary for Operations



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Enclosure 1 : List of Participants and Regional Program Management Team

Chief Education Supervisors

SDO	CID	SGOD
Caloocan	Jocelyn M. Aliñab	Ivee C. Perez
Las Piñas	Raquel M. Austero	Melody P. Cruz, CESO IV Assistant Schools Division Superintendent Officer-In-Charge, SGOD
Makati	Michael Mercado Officer-in-charge, CID	Rosalie A. Trongco
Malabon	Josefina M. Pablo	Eliseo B. Raymundo
Mandaluyong	Alyn G. Mendoza	Rex A. Ado
Manila	Ebenezer A. Beloy	Virgilio A. Santos
Marikina	Joseph T. Santos	Elizalde Q. Cena
Muntinlupa	Florante C. Marmeto	Ma. Regaele Olarte Officer-In-Charge, SGOD
Navotas	Marco D. Meduranda	Gemma C. Villaluna
Parañaque	Rodel C. Apostol	Thelma Montiel
Pasay	Librado F. Torres	Severo A. Bajado
Pasig	Manuel A. Laguerta	Victor M. Javeña
Quezon City	Heidee F. Ferrer	Juan C. Obierna Assistant Schools Division Superintendent Officer-In-Charge, SGOD
San Juan	Josefino C. Pogoy Jr.	Dominique T. Rivera
Taguig City-Pateros	Ellery G. Qiuntia	Noel T. Balubal
Valenzuela	Filmore R. Caballero	Baltazar M. Gayem

Regional Office Chief Education Supervisors

Name	Office
Hajji R. Palmero	HRDD NEAP
Roger R. Morillos	FTAD and ESSD (OIC)
Micah G. Pacheco	CLMD
Restituto I. Rodelas	PPRD



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Regional Program Management Team (PMT)

	NAME	POSITION	SDO/OFFICE
Over-all Chairman	Jocelyn DR Andaya	Regional Director, Officer-In-Charge, Office of the Assistant Secretary for Operations	ORD
Co-Chair	Cristito A. Eco	Assistant Regional Director and concurrent Officer-In-Charge Office of the Schools Division Superintendent, SDO Manila	OARD
Focal Person	Romela M. Cruz, CESO V	SDS	Mandaluyong City
Members	Maria Evalou Concepcion A. Agustin, CESO V	SDS	Makati City
	Violeta M. Gonzales, CESO VI	SDS	Muntinlupa City
	Isabelle S. Sibayan, CESO VI	ASDS	Quezon City
	Jay F. Macasieb, CESO VI	ASDS	Pasig City
	Arturo A. Tolentino, CESO VI	ASDS	Taguig City and Pateros
	Charlie O. Fababaer, CESE	OIC-ASDS	Mandaluyong City
RPMT Secretariat/ Technical Working Group	Hajji R. Palmero	CES	HRDD-NEAP
	Restituto I. Rodelas	EPS, OIC Chief	PPRD
	Arren V. Aduan	EPS	HRDD-NEAP
	Leah Ailah C. Vicencio	SEPS	HRDD-NEAP
	Nika A. Diaz	ADA VI	HRDD-NEAP
	Maria Alexis Llaguno	TA II	ORD
	Michaela B. Antonio	ADA IV	ASD-Procurement Unit



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Enclosure 2 : Indicative Program of Activities

DAY 1: February 11, 2025 (Tuesday)

Time	Duration	Activity	Person-in-Charge
8:00 – 10:30	2hrs 30mins	Arrival and Registration	
10:30 – 10:40	10mins	Preliminaries <ul style="list-style-type: none">National AnthemEcumenical PrayerDepEd QMS	
10:40 – 10:45	5mins	Acknowledgment of Participants	RESTITUTO A. RODELAS OIC-Chief, PPRD Core Team Member, SIBOL
10:45 – 10:50	5mins	Welcome Remarks	CRISTITO A. ECO Assistant Regional Director, NCR
10:50 – 11:00	10mins	Statement of Purpose	ROMELA M. CRUZ, CESO V SDS, SDO Mandaluyong City Focal Person, SIBOL
11:00 – 12:00	1hr	PRE-TEST	
12:00 – 1:00	1hr	Lunch Break	
1:00 – 1:15	15mins	Energizer	Members of PMT
1:15 – 2:15	1hr	Plenary Session 1 A Modern Approach to Strengthening Leadership Integrity	RAMIR B. UYTICO, CESO III Regional Director Region VI
2:15 – 2:30	15mins	Health Break	
2:30 – 5:00	2hrs 30mins	Cont. Plenary Session 1	RAMIR B. UYTICO, CESO III Regional Director Region VI
5:00 – 5:30	30mins	PMT Debriefing	Members of PMT
6:00 – 8:00	2hrs	Dinner	



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DAY 2: February 12, 2025 (Wednesday)

Time	Duration	Activity	Person-in-Charge
8:00 – 8:15	15mins	Preliminaries <ul style="list-style-type: none">• Ecumenical Prayer• DepEd QMS• Energizer	
8:15 – 9:15	1hr	Plenary Session 2 Championing Integrity in Personal and Professional Growth: Leading Reforms through the Philippine Professional Standards for Supervisors	DR. JENNIFER E. LOPEZ Director IV National Educators Academy of the Philippines
9:15 – 9:30	15mins	Health Break	
9:30 – 11:00	1hr 30mins	Cont. Plenary Session 2	DR. JENNIFER E. LOPEZ Director IV National Educators Academy of the Philippines
11:00 – 12:00	1hr	Plenary Session 3 Directors Message & Session: Why Need to Rise?	JOCELYN DR ANDAYA Regional Director, NCR Concurrent Officer-in-Charge Office of the Assistant Secretary for Operations
12:00 – 1:00	1hr	Lunch break	
1:00 – 1:15	15mins	Energizer	Members of PMT
1:15 – 2:15	1hr	Plenary Session 4 Conflict Resolution with Integrity in a Diverse and Inclusive Education Governance	ATTY. FILEMON RAY T. JAVIER DepEd Undersecretary Legal and Legislative Affairs
2:15 – 2:30	15mins	Health Break	
2:30 – 5:00	2hrs 30mins	Cont. Plenary Session 4	ATTY. FILEMON RAY T. JAVIER DepEd Undersecretary Legal and Legislative Affairs



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 NATIONAL CAPITAL REGION

5:00 - 5:30	30mins	PMT Debriefing	Members of PMT
6:00 - 8:00	2hrs	Dinner	

DAY 3: February 13, 2025 (Thursday)

Time	Duration	Activity	Person-in-Charge
8:00 - 8:15	15mins	Preliminaries <ul style="list-style-type: none"> • Ecumenical Prayer • DepEd QMS • Energizer 	
8:15 - 9:15	1hr	Plenary Session 5 Cultivating Integrity in Supervisory Practice to Lead Through Change	JEROME T. BUENVIAJE DepEd Assistant Secretary Curriculum and Teaching
10:00 - 10:15	15mins	Health Break	
10:15 - 11:30	2hrs 15mins	Cont. Plenary Session 5	JEROME T. BUENVIAJE DepEd Assistant Secretary Curriculum and Teaching
11:30 - 12:00	30mins	POST TEST	
12:00 - 1:00	1hr	Lunch break	
1:00 - 2:00	1hr	Closing Program	
2:00 - 2:15	15m	Health Break	
2:15 - 2:45	30mins	PMT Debriefing	Members of PMT
5:00		Home Sweet Home	



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