



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



March 03, 2025

REGIONAL MEMORANDUM

No. 202 s. 2025

To: Schools Division Superintendents

**THIRD FOCUS GROUP DISCUSSION (FGD) OF REGIONAL PROGRAM
MANAGEMENT TEAM FOR ELEVATE THE PROFESSIONAL DEVELOPMENT
PROGRAM OF DEPED NCR SCHOOL HEADS**


1. In adherence to the DepEd NCR Competency-Based L&D Plans and Guidelines, it is recommended that school heads include at least 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 Development Program for School Heads, will hold its Second Focus Group Discussions (FGD) on **March 05, 2024**, in **SDO Quezon City**, from 1:00 p.m. to 5:00 p.m.
3. The Fourth Focus Group Discussion (FGD) aims to revisit the following:
 - **Phase 1 Implementation:** Outline of the key activities, timelines, and responsibilities for Phase 1.
 - **Logistical Concerns of Phase 1:** Potential logistical challenges related to venues, materials, communication, and participant support.
 - **Delegation of Works:** Roles and responsibilities within the team to ensure efficient and effective program delivery.
4. Attached is the list of participants (*Enclosure 1*) for the Focus Group Discussions (FGD) of the Regional Program Management Team (RPMT) Professional Development Program for School Heads.
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 Hajji R. Palmero, Chief Education Supervisor – HRDD NEAP-R at hrdd.ncr@deped.gov.ph.

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8. Immediate dissemination and compliance of this memorandum is desired.


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



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Enclosure 1:

**PARTICIPANTS IN THE THIRD FOCUS GROUP DISCUSSION (FGD) OF
REGIONAL PROGRAM MANAGEMENT TEAM FOR ELEVATE THE
PROFESSIONAL DEVELOPMENT PROGRAM OF DEPED NCR SCHOOL HEADS**

PARTICIPATION	NAME	POSITION	OFFICE
Focal Person	CARLEEN M. SEDILLA, CESO V	SDS	Quezon City
Members	NERISSA L. LOSARIA, CESO V	SDS	Paranaque City
	CECILLE G. CARANDANG, CESO V	SDS	Malabon City
	MELITON P. ZURBANO, CESO V	SDS	Navotas City
	NOEL D. BAGANO, CESO VI	OIC- SDS	Valenzuela City
	SHERYLL T. GAYOLA, CESO V	SDS	Pasig City
RPMT Secretariat	HAJJI R. PALMERO	CES	HRDD-NEAP(R)
	ARREN V. ADUAN	EPS	HRDD-NEAP(R)
	LEAN AILAH C. VICENCIO	SEPS	HRDD-NEAP(R)
	NIKA A. DIAZ	AdA-VI	HRDD-NEAP(R)