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Republic of the Philippines
Department of Education
REGION II - CAGAYAN VALLEY

May 19, 2020

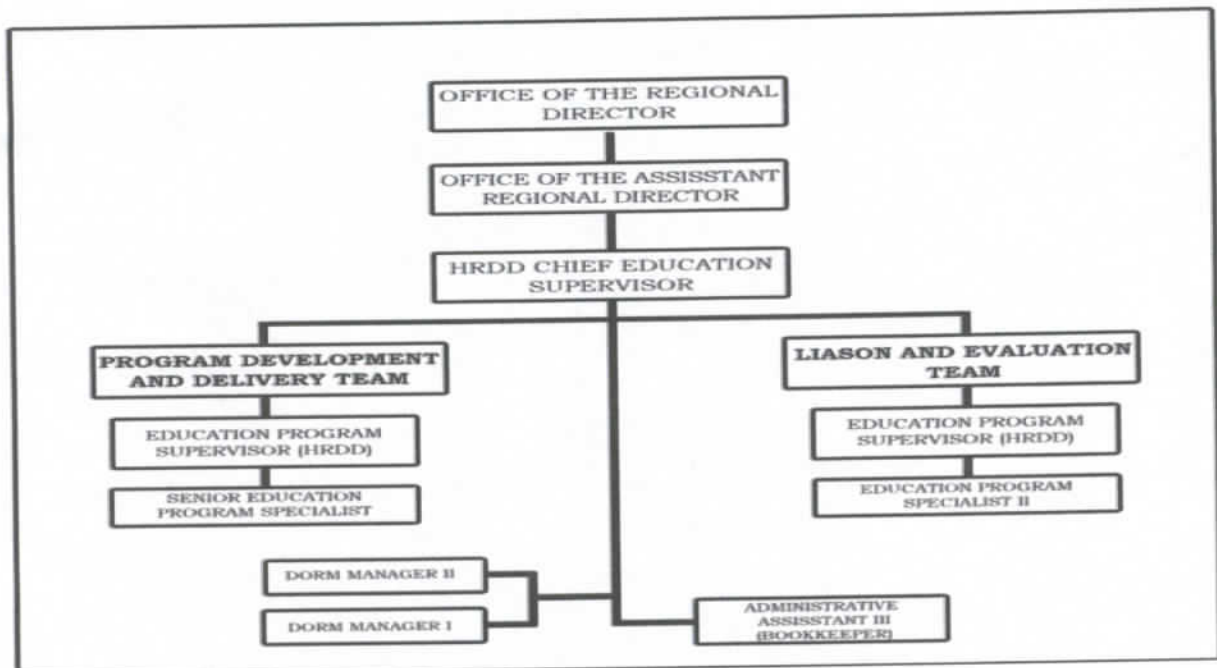
REGIONAL MEMORANDUM

No. 038, s. 2020

**NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES (NEAP)
REGION 2 INTERIM STRUCTURE**

To: Schools Division Superintendents
Chiefs of Functional Divisions and Heads of Sections/Units (RO)
All Others Concerned

1. Pursuant to DepEd Order No. 006, s. 2020 on the **Adoption of the National Educators Academy of the Philippines (NEAP) Interim Structure**, this Office adopts the NEAP in the Region Interim Structure to enable NEAP to carry out its mandate and functions:



2. The NEAP in the Region shall consist of the Program Development and Delivery Team, and Liaison and Evaluation Team, and shall coordinate with the NEAP Central Office through the Regional Director.

a. **Program Development and Delivery Team:** This team is responsible for the development and/or implementation of the Program in the region in coordination with the NEAP Central Office.



Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500
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Doc Code: **FM-ORD-003** Rev: **00**
As of: **July 2, 2018** Page: **1**



- b. **Liaison and Evaluation Team:** This team is responsible for establishing partnerships that support the provision of professional development for teachers and school leaders as well as the communication and public affairs of NEAP in the region. This team also ensures that all implemented professional development programs in the region are monitored and evaluated.
3. The NEAP in the Region shall be under the Human Resource Development Division (HRDD) as the technical arm of the Regional Director in operationalizing the NEAP for the region.
4. For other details, please refer to the attached DepEd Order No. 006, s. 2020.
5. For immediate dissemination, guidance and strict compliance.


ESTELA L. CARIÑO, CESO IV
 Director IV/Regional Director 

Encl.:
As stated

Reference:
DepEd Order No. 006, s. 2020



To be indicated in the Perpetual Index
under the following subjects:

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES
 TEACHERS
 SCHOOL LEADERS
 TRAINING PROGRAMS

HRDD/jbs



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Republic of the Philippines
Department of Education

29 APR 2020

DepEd O R D E R
No. **006** s. 2020

**ADOPTION OF THE NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES
(NEAP) INTERIM STRUCTURE**

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
All Others Concerned

1. The transformation of the National Educators Academy of the Philippines (NEAP) mandated through the issuance of DepEd Order No. (DO) 11, s. 2019, otherwise known as the **Implementation of the NEAP Transformation**, shall ensure that professional development for teachers and school leaders in the Department of Education (DepEd) is more strategic, integrated and programmatic, within a unified governance system where there will be greater accountability in the programs.
2. NEAP shall be in charge of the Department's professional development program for all teachers, both in teaching and school leadership. NEAP shall work closely with relevant bureaus and services in the central office, regional offices and other key stakeholders to ensure that the standards set for curriculum and pedagogy are integrated in the professional development programs.
3. DO 11, s. 2019 mandates the commencement of the organizational restructuring to reflect the central, regional and other field components of the NEAP transformation agenda. The required officers and personnel complement of the transformed NEAP shall be filled through designations and phased hiring consistent with applicable rules and regulations.
4. In light of the above, DepEd adopts the enclosed **NEAP Interim Structure** to ensure that the new functions can be carried out seamlessly, efficiently and effectively, while the final organizational structure of the transformed NEAP is under development.
5. This Order shall take effect immediately upon its issuance.
6. Immediate dissemination of and strict compliance to this Order are directed.


LEONOR MAGTOLIS BRIONES
Secretary

Encl.:

As stated

References:

DepEd Order Nos. 30, s. 2009 and 11, s. 2019

To be indicated in the Perpetual Index
under the following subjects:

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES
TEACHERS
TRAINING PROGRAMS

SMMA, MOPC, JBM DO NEAP Interim Structure
April 02, 2020

ADOPTION OF THE NEAP INTERIM STRUCTURE

I. BACKGROUND AND RATIONALE

1. DepEd Order No. 11 s. 2019 directs the implementation of the NEAP to: (a) streamline professional development; (b) make training activities programmatic and accountable; (c) effectively link professional development with career progression and (d) generate efficient use of resources to ultimately realize its mandate of providing the professional learning and development needs of the increasing number of teachers and school leaders.

2. A major component of the NEAP Transformation is its Organizational Transformation, which requires the review of the functions of NEAP as well as its structure and personnel complement to enable the Academy to carry out its mandate and functions.

3. The adoption of the NEAP interim structure ensures that the new functions can be carried out seamlessly, efficiently and effectively, while the final organizational structure of the transformed NEAP is under development.

4. The work assignment of NEAP personnel shall likewise be reviewed, guided by their current work, expertise and interest, and with the necessary consultation. Moreover, recruitment, selection and hiring of new NEAP personnel shall commence as soon as creation of items has been approved by appropriate authorities in accordance with existing DepEd, Department of Budget and Management (DBM) and Civil Service Commission (CSC) guidelines.


5. The NEAP interim structure shall also reflect the regional component in consultation with the Regional Directors and other relevant stakeholders.

II. SCOPE

6. This interim structure shall take effect in the NEAP Central Office and NEAP in the Regions.

III. POLICY STATEMENT

7. DepEd Order No. 11 s. 2019 emphasizes the critical role of NEAP in upgrading education quality in the country. As such, NEAP is expected to provide the professional learning and development interventions for the growing number of teachers and school leaders by:

- a. leading and coordinating the planning for research-based professional development interventions for teachers and school leaders;
 - b. authorizing learning service providers, recognizing programs and courses, and monitoring and evaluating the implementation of the same;
- 

- c. developing and managing professional development programs and interventions responsive to the needs of teachers and school leaders and aligned to the Professional Standards and career progression;
- d. ensuring data capture of professional development programs and courses;
- e. managing NEAP Baguio facility;
- f. gathering data on Regional Education Learning Centers (RELCs) and NEAP in the regions operations for policy development purposes in coordination with the Regional Directors; and
- g. developing, implementing and ensuring the monitoring and evaluation of policies, guidelines and other issuances relevant to the continuing professional development.

IV. INTEGRATED NEAP INTERIM STRUCTURE

8. To enable NEAP to carry out its mandate and functions, the interim structure below is adopted:

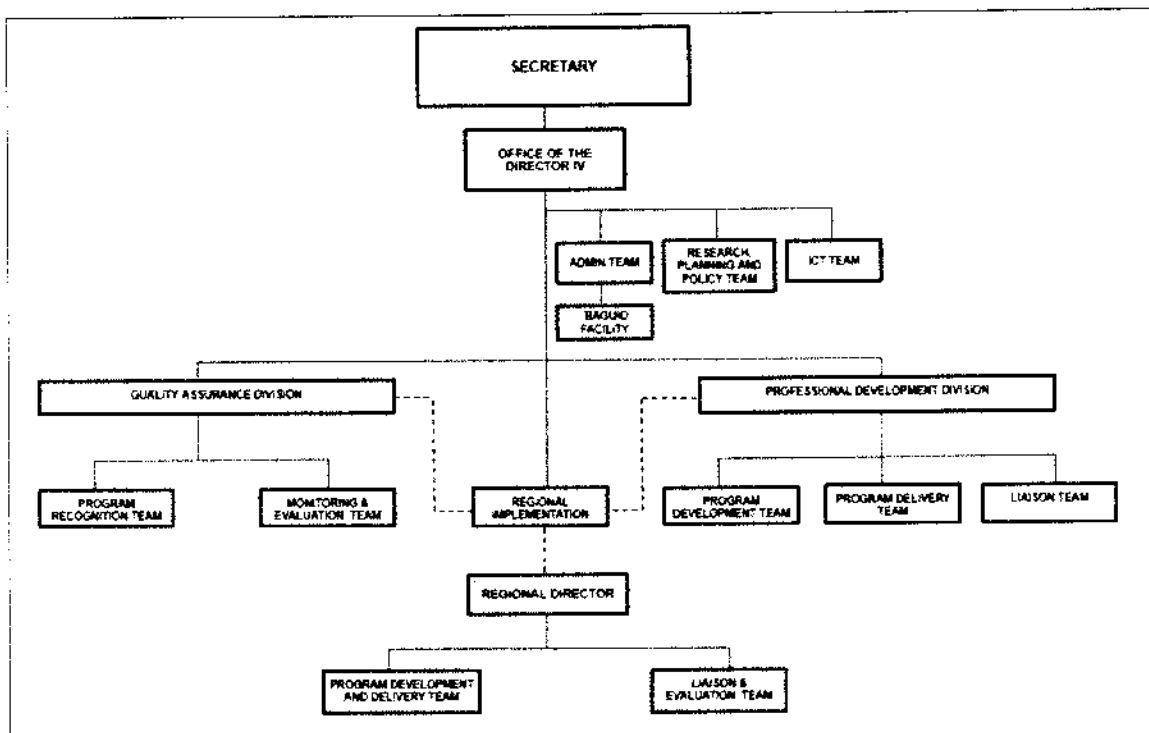


Figure 1. Integrated NEAP-CO and NEAP-RO Interim Structure

9. The NEAP-CO and the NEAP in the Regions are vertically aligned. The diagram also indicates the dual reporting arrangements under which the NEAP in the Regions will operate.

[Handwritten signature]

A. NEAP CENTRAL OFFICE INTERIM STRUCTURE

10. In the interim, functional tasks of the proposed NEAP transformation structure are subsumed in the current structure. The functions and responsibilities of the office, divisions and teams of NEAP Central Office Interim Structure are as follows:

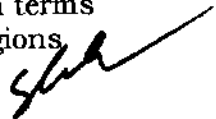
a. Office of the Director: The Office of the Director, in coordination with the Office of the Secretary, shall provide strategic leadership and direction in ensuring that the teachers and school leaders are provided with relevant and responsive professional development interventions that significantly contribute to their career progression. This office shall have the following teams under it:

- i. **Administrative Team:** This team is responsible for ensuring smooth day-to-day operations of the office to support NEAP in providing professional development for teachers and school leaders.
- ii. **Research, Planning, and Policy Team:** This team is responsible for the development, assessment, and monitoring of the professional development plans and policies and related issuances, that are supported by research.
- iii. **Information, Communication and Technology (ICT) Team:** The ICT Team is responsible for meeting the ICT requirements of the Academy to support the provision of professional development interventions for teachers and school leaders. It takes the lead in ensuring that ICT is maximized to support the culture of innovation and continuous improvement of systems and processes within the Academy.
- iv. **Baguio Facility Team:** This team is responsible for the management, upgrade and upkeep of the NEAP Facility in Baguio to better deliver NEAP programs and activities and serve its external clients.

b. Quality Assurance Division: The Division Chief of the Quality Assurance Division shall provide the overall leadership and direction in ensuring that all professional development programs for teachers and school leaders are quality assured, monitored and evaluated.

- i. **Program Recognition Team:** This team is responsible for the authorization of Learning Service Providers as well as the evaluation and recognition of all submitted programs/courses in accordance with the set standards.
- ii. **Monitoring and Evaluation Team:** This team is responsible for ensuring that all implemented professional development programs are monitored and evaluated.

c. Regional Implementation: This unit is the conduit of Central Office in terms of professional development program implementation of NEAP in the regions.



d. Professional Development Division: The Division Chief of the Professional Development Division shall provide leadership and direction in ensuring that relevant and responsive NEAP professional development programs/courses/interventions are provided to the target clients.

i. **Program Development Team:** This team is responsible for the development of professional development programs in accordance with the Strategic Professional Development plan and in coordination with relevant offices and stakeholders taking into consideration the modalities identified.

ii. **Program Delivery Team:** This team is responsible for the effective and efficient implementation of the Program. It also coordinates with appropriate implementing units and other offices, including NEAP in the regions.

iii. **Liaison Team:** This team is responsible for establishing partnerships that support the provision of professional development for teachers and school leaders as well as the communication and public affairs of NEAP.

B. NEAP IN THE REGIONS INTERIM STRUCTURE

11. The NEAP in the Regions shall consist of the Program Development and Delivery Team, and Liaison and Evaluation Team, and shall coordinate with the NEAP Central Office through the Regional Director.

a. **Program Development and Delivery Team:** This team is responsible for the development and/or implementation of the Program in the region in coordination with the NEAP Central Office.

b. **Liaison and Evaluation Team:** This team is responsible for establishing partnerships that support the provision of professional development for teachers and school leaders as well as the communication and public affairs of NEAP in the region. This team also ensures that all implemented professional development programs in the region are monitored and evaluated.

12. The operationalization of the supervision structure shall be under the discretion of the Regional Director¹.

V. PERSONNEL OF THE INTERIM STRUCTURE

13. The existing NEAP personnel in the Central Office shall be transitioned to the Interim Structure based on their current assignments, area of expertise and interest as may be recommended by the NEAP Director upon consultation with NEAP Personnel and other stakeholders.

14. At the Regional Office, the Regional Director shall have flexibility in the determination of the staffing complement.

¹ The Regional Director may opt to supervise the NEAP in the Regions directly through the Assistant Regional Director or HRDD.

VI. CREATION OF NEW ITEMS AND HIRING PROCEDURE

15. New items shall be created to augment the personnel complement of NEAP in coordination with DBM. Creation of these items shall be requested in phases.

16. Recruitment, selection and hiring of new personnel shall follow the pertinent guidelines promulgated by DepEd in accordance with Civil Service Commission rules and regulations on Personnel Action.

VII. MONITORING AND EVALUATION

17. The structure may change as DepEd responds to new conditions. Hence, the Office of the Secretary, the Office of the Director of NEAP and the Regional Offices shall conduct monitoring and evaluation of the structure and its functions. They will act as focal points in organizing and managing monitoring reviews of the structure and its efficiency and recommending the appropriate adjustments.

VIII. EFFECTIVITY

18. This Order shall take effect upon signing by the Secretary.

IX. REFERENCES

DepEd Order No. 11, s. 2019, Implementation of the NEAP Transformation.

NEAP Transformation Task Force (2019). NEAP Transformation Detailed Design. Final Report.

