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

May 18, 2020

REGIONAL MEMORANDUMNo. 039, s. 2020

**COMPOSITION OF THE REGIONAL NEAP EVALUATION COMMITTEE AND
 REGIONAL NEAP APPROVAL COMMITTEE FOR THE RECOGNITION OF
 THE PROFESSIONAL DEVELOPMENT PROGRAMS AND COURSES
 FOR TEACHERS AND SCHOOL LEADERS**

To: **Schools Division Superintendents
 Chiefs OF Functional Divisions and Heads of Sections/Units
 All Others Concerned**

1. Pursuant to the provisions of the Unnumbered Memorandum from Atty. Nepomuceno A. Malaluan dated May 11, 2020, the composition of the NEAP Regional Evaluation Committee and NEAP Regional Approval Committee are as follows:

Strand	Name	Designation	Office
NEAP Regional Evaluation Committee	1. Jerry B. Sario, Jr.	Chief ES	HRDD, RO2
	2. Liberato T. Umangay, Jr.	EPS	HRDD, R02
	3.	EPS	HRDD, R02
	4. Aileen Concepcion C. Ibanez	EPS	SDO Tuguegarao City
Leadership and Management	1. Nelia M. Mabuti	OIC - ASDS	SDO Cauayan City
	2. Cheryl S. Ramiro	OIC - ASDS	SDO Santiago City
Academics ABM	1. Isagani R. Duruin	EPS	CLMD, R02
	2. Criselda S. Corpuz	EPS	SDO Cauayan City
STEM	1. Ester T. Gramaje	EPS	CLMD, R02
	2. Rizalino G. Caronan	EPS	CLMD, R02
HUMSS	1. Miraflor D. Mariano	EPS	CLMD, R02
	2. Venus D. De Guzman	Principal II	SDO Cagayan
GAS	1. Romel B. Costales	EPS	CLMD, R02
	2. Ronnie F. Tejano	EPS	CLMD, R02
TVL	1. Leslie S. Domingo	EPS	CLMD, R02
	2. Melita R. Cuarteros	EPS	SDO Cagayan
Arts and Sports Arts and Design	1. Denis S. Agbayani	EPS	CLMD, R02
	2. Jonathan Roque	Principal II	SDO Santiago City
Sports	1. Dennis Agbayani	EPS	CLMD, R02
	2. Randall Talamayan	EPS	SDO Tuguegarao City
Inclusive Education	1. James Pamittan	EPS	CLMD, R02
	2. Jessica Castaneda	EPS	SDO Tuguegarao City
NEAP Approval Committee	Estela L. Carino, EdD.	Director IV	ORD, RO2
	Rhoda T. Razon, EdD.	OIC- ARD	ORD, RO2
	Jerry B. Sario, Jr.	Chief ES	HRDD, R02



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2. The table below outlines the committee members' roles and their respective functions:

COMMITTEE	ROLES	FUNCTIONS
Recognition Evaluation Committee	NEAP Program Design Specialist (HRDD and NEAP)	<ul style="list-style-type: none"> Review program/course proposals based on the criteria set in DO 1, s. 2020 Engage in an Inter- evaluator Discussion to deliberate on the pre- approved program/ course proposals Recommend to the Recognition Approval Committee initially approved proposals
	Content Specialist (Leadership and Management; Academic: ABM, STEM, HUMSS, GAS; TVL, Arts and Sports; and Inclusive Education)	<ul style="list-style-type: none"> Review program/ course proposals based on the alignment of the criteria set in DO 1, s. 2020 Review accuracy, depth and appropriateness of content in the program/course proposal Engage in an Inter- evaluator Discussion to deliberate on the pre- approved program/ course proposals Recommend to the Recognition Approval Committee initially approved program/course proposals
Recognition Approval Committee	Members (RD, ARD and HRDD Chief)	<ul style="list-style-type: none"> Discuss the recommendations from the Recognition Evaluation Committee and deliberate for the approval of program/ course proposals Approve program/ course proposals

3. Please refer to the attached Unnumbered Memorandum dated May 11, 2020 for other details.

4. For information, guidance and strict compliance.


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

Encl: none

Reference: Unnumbered Memo dated May 11, 2020

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

TRAINING PROGRAM
TEACHERS



HRDD/jbs/ltu



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Republic of the Philippines
Department of Education
OFFICE OF THE SECRETARY

TO : **USEC. DIOSDADO SAN ANTONIO**
Curriculum and Instruction

ATTN:
CURRICULUM AND INSTRUCTION (CI) BUREAU
DIRECTORS

REGIONAL DIRECTORS

FROM : *Nepomuceno A. Malaluan*
ATTY. NEPOMUCENO A. MALALUAN
Undersecretary and Chief of Staff

SUBJECT : **REQUEST TO NOMINATE EVALUATION COMMITTEE**
MEMBERS FOR THE RECOGNITION OF THE
PROFESSIONAL DEVELOPMENT PROGRAMS AND
COURSES FOR TEACHERS AND SCHOOL LEADERS

DATE : **May 11, 2020**

1. In line with DepEd Order No. 1, s. 2020 titled Guidelines for NEAP Recognition of Professional Development Programs and Courses for Teachers and School Leaders, the National Educators Academy of the Philippines (NEAP) shall establish Evaluation Committees for the Recognition of Professional Development Programs and Courses for teachers and school leaders.

2. The general function of the committees is to ensure that all professional development programs and courses for teachers and school leaders are aligned, integrated and consistent with the wider NEAP Professional Development Framework.

3. Each Region and CO Bureau is requested to nominate members of the committees that shall serve as evaluators of professional development program and course proposals.

4. Enclosed to this Memorandum are the Functions of the Committee (Enclosure 1), Positions and Qualifications (Enclosure 2) and Matrix of Committee Membership per Strand (Enclosure 3).

5. **Deadline for submission** of the nomination is on **May 15, 2020**.

6. The list of nominees shall be submitted online to Ma. Nida C. Caramat at ma.caramat@deped.gov.ph and to Graciela A. Retardo at ma.retardo@deped.gov.ph.

7. For your favorable consideration of this request.

Enclosure 1: Functions of the Committee

The table below outlines the committees to be created in Central Office and Regional Office levels, as well as the roles in the said committees and their respective functions.

COMMITTEE	ROLES	FUNCTIONS
Central Office Level		
Authorization Evaluation Committee	Member	<ul style="list-style-type: none"> Review and approve applications for authorization of Learning Service Providers based on the standards set in DO 001, s.2020. Submit consolidated approved applications of Learning Service Providers to NEAP Secretariat
Central Office and Regional Office Levels		
Recognition Evaluation Committee	NEAP Program Design Specialist <i>(HRDD and NEAP Chiefs)</i>	<ul style="list-style-type: none"> Review program/course proposals based on the criteria set in DO 001, s. 2020 Engage in an Inter-evaluator Discussion to deliberate on the pre-approved program/course proposals Recommend to the Recognition Approval Committee initially approved proposals
	Content Specialist	<ul style="list-style-type: none"> Review program/course proposals based on the alignment of the criteria set in DO 001, s. 2020 Review accuracy, depth and appropriateness of content in the program/course proposal Engage in an Inter-evaluator Discussion to deliberate on the pre-approved program/course proposals Recommend to the Recognition Approval Committee initially approved program/course proposals
Recognition Approval Committee	Members	<ul style="list-style-type: none"> Discuss the recommendations from the Recognition Evaluation Committee and deliberate for the approval of program/course proposals Approve program/course proposals

Enclosure 2: Positions and Qualifications

The positions and qualifications of the nominees are as follows:

Central Office

Position of Nominee	Qualifications
Senior/Supervising Education Specialist (Bureaus)	<ul style="list-style-type: none"> - Content specialist or with deep knowledge of assigned content area/s - Possesses a deep understanding of PPST, PPSSH and PPSS - Certified NEAP Learning Facilitator or Certified NEAP Assessor (if exhausted, the RO may nominate those who have training on Facilitation)
RO/SDO Senior Education Specialist/Education Program Supervisor	<ul style="list-style-type: none"> - Content specialist or with deep knowledge of assigned content area/s - Possesses a deep understanding of PPST, PPSSH and PPSS - Preferably a PPST, PPSSH and/or PPSS Facilitator/Trainer - Certified NEAP Learning Facilitator or Certified NEAP Assessor (if exhausted, the RO may nominate those who have training on Facilitation)
Schools Division Superintendent/Assistant Schools Division Superintendent	<ul style="list-style-type: none"> - Possesses an extensive knowledge and experience in Leadership and Management - Content specialist or with deep knowledge of assigned content area/s - Preferably oriented and/or trained on PPST, PPSSH and/or PPSS - Certified NEAP Learning Facilitator or Certified NEAP Assessor (if exhausted, the RO may nominate those who have training on Facilitation)

Regional Office

Position of Nominee	Qualifications
NEAP/HRDD Chief/Education Program Supervisor	<ul style="list-style-type: none"> - Possesses an extensive knowledge in professional development program designs and structure - Preferably oriented and/or trained on PPST, PPSS and/or PPSSH
Senior Education Specialist	<ul style="list-style-type: none"> - Content specialist or with deep knowledge of assigned content area/s - Preferably a PPST, PPSSH and/or PPSS Trainer/Facilitator - Certified NEAP Learning Facilitator or Certified NEAP Assessor (if exhausted, the RO may nominate those who have training on Facilitation)
Education Program Supervisor	<ul style="list-style-type: none"> - Should be a content specialist or with deep knowledge of assigned content area/s - Preferably a PPST, PPSSH and/or PPSS Trainer/Facilitator - Certified Learning NEAP Facilitator or Certified NEAP Assessor (if exhausted, the RO may nominate those who have training on Facilitation)
Schools Division Superintendent/Assistant Schools Division Superintendent	<ul style="list-style-type: none"> - Possesses an extensive knowledge and experience in Leadership and Management - Content specialist or with deep knowledge of assigned content area/s

	<ul style="list-style-type: none">- Preferably oriented and/or trained on PPST, PPSSH and/or PPSS- Certified NEAP Learning Facilitator or Certified NEAP Assessor (if exhausted, the RO may nominate those who have training on Facilitation)
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Enclosure 3: Matrix of Committee Membership per Strand

CENTRAL OFFICE

Authorization Evaluation Committee

Office	Target Number of Members
NEAP	6
Bureau of Curriculum Development	2
Bureau of Learning Delivery	2
Bureau of Education Assessment	2
Bureau of Learning Resources	2
Teacher Education Council	2
Total	16

Recognition Evaluation Committee

ACADEMIC				TVL	Arts and Sports		Leadership and Management	Inclusive Education
ABM	STEM	HUMSS	GAS		Arts and Design	Sports		
2 NEAP	2 NEAP	2 NEAP	2 NEAP	2 NEAP	2 NEAP	2 NEAP	2 NEAP	2 NEAP
2 BCD (1 CSDD, 1 SCPD) 2 BLD (1 TLD, 1 SID) 1 BEA	3 BCD 2 BLD (1 TLD, 1 SID) 1 BEA	4 BCD 2 BLD (1 TLD, 1 SID) 1 BEA	3 BCD 2 BLD (1 TLD, 1 SID) 1 BEA	5 BCD 2 BLD (1 TLD, 1 SID) 1 BEA	2 BCD 2 BLD (1 TLD, 1 SID) 1 BEA	2 BCD 2 BLD (1 TLD, 1 SID) 1 BEA		2 BCD 2 BLD (1 TLD, 1 SID) 1 BEA
3 certified assessors content experts	3 certified assessors content experts	3 certified assessors content experts	3 certified assessors content experts	7 certified assessors content experts	3 certified assessors content experts	3 certified assessors content experts	7 SDS/ASDS content experts	3 certified assessors content experts
10	11	12	11	17	10	10	9	10

Recognition Approval Committee

Members: Undersecretary and Chief of Staff
NEAP Director

REGIONAL OFFICE

Recognition Evaluation Committee Regional Office

ACADEMIC				TVL	Arts and Sports		Leadership and Management	Inclusive Education
ABM	STEM	HUMSS	GAS		Arts and Design	Sports		
2 NEAP/HRDD Chiefs								
2 RO/SDO Certified LFs Subject Area/Content Experts	2 RO/SDO Certified LFs Subject Area/Content Experts	2 RO/SDO Certified LFs Subject Area/Content Experts	2 RO/SDO Certified LFs Subject Area/Content Experts	2 RO/SDO Certified LFs Subject Area/Content Experts	2 RO/SDO Certified LFs Subject Area/Content Experts	2 RO/SDO Certified LFs Subject Area/Content Experts	2 SDS/ASDS Content Experts	2 RO/SDO Certified LFs Subject Area/Content Experts

Recognition Approval Committee

Members: Regional Director
 Assistant Regional Director
 HRDD Chief