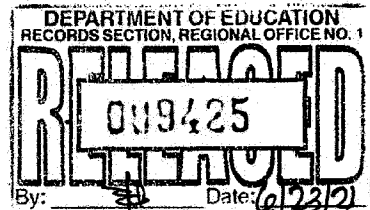




Republic of the Philippines
Department of Education
REGION I



Office of the Regional Director

Advisory No. 077, s. 2021
June 23, 2021

In compliance with DepEd Order (D.O.) No. 8, s. 2013
this advisory is issued not for endorsement per D.O. No. 28, s. 2001,
but only for the information of DepEd Officials,
personnel/ staff, as well as the concerned public.
(Visit www.deped.gov.ph)

**2021 ONLINE TRAINING ON THE BASIC POLICY PROCESS
AND MONITORING AND EVALUATION**

The Development Academy of the Philippines will be conducting Online Trainings on the Basic Policy Process, and Basic and Advanced Monitoring and Evaluation. It will be delivered through Zoom and Google Classroom and a feature of mixed live and offline lectures with Q&A sessions.

Technical staff who are involved in policy, planning, and monitoring and evaluation are invited to participate on voluntary basis.

Participation to the said training shall be subject to time-on task engagement as stipulated in DepEd Order No. 9, s. 2005.

For more information, please contact:

IMELDA C. CALUEN
Managing Director
Center of Governance
Email address: cfgtraining@dap.edu.ph

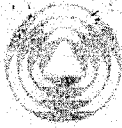
PPRD/110/ADVISORY
June 23, 2021

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development academy of the philippines

The National Productivity Organization

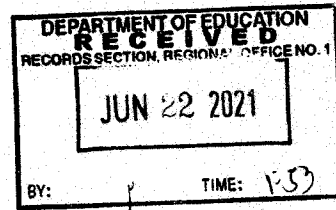
22 June 2021

TOLENTINO G. AQUINO

OIC Director

DEPED-RO I

Flores St., Catbangan, San Fernando City, La Union



Dear **OIC Director Aquino**:

Greetings from the Academy!

The Development Academy of the Philippines' Center for Governance is pleased to invite technical staff from your agency/office who are involved in policy, planning, and monitoring and evaluation to the following 2021 Online Training Offerings. We would be glad to accommodate up to five (5) technical participants for each of the online training indicated below.

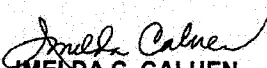
Online Training on the Basic Policy Process August 9-13, 2021	Online Training on Basic Monitoring and Evaluation September 13-17, 2021	Online Training on Advanced Monitoring and Evaluation November 15-26, 2021
The online training aims to build and strengthen the capacities of the participants in developing and crafting policies that are geared towards the fulfillment of their respective mandate. Specifically, the course seeks to help the participants to better understand the theoretical underpinnings and components of the policy process as well as the range of tools and techniques for policy development.	This online training aims to equip government technical staff with the necessary skills and knowledge on monitoring and evaluation of programs and projects and enable participants to assess programs and projects using various tools.	The course aims to build and enhance the participants' skills and understanding of M&E that will allow them to work through impactful projects and programs. Specifically, the course will provide participants with up-to-date and deeper knowledge on M&E that will enable them to prepare well defined terms of reference for an impact evaluation study of their programs, that will employ appropriate statistical analysis and other methods.
Course Fee: Php 7.500 Deadline of Registration: July 9, 2021	Course Fee: Php 7.500 Deadline of Registration: August 13, 2021	Course Fee: Php 12.500 Deadline of Registration: October 15, 2021

These online training will be delivered through Zoom and Google Classroom and feature a mix of live and offline lectures with Q&A sessions with resource persons and assignments and exercises to provide all participants with a meaningful learning experience.

Attached for your ready reference are the course flyer and nomination form. For any clarification, your staff may reach us at cfqtraining@dap.edu.ph.

Thank you very much and we look forward to the participation of your personnel in the said courses.

Very truly yours,


IMELDA C. CALUEN
Managing Director
Center for Governance



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Tel.: (632) 631 0921 to 30 | Fax: (632) 631 2123
E-mail: academy@dap.edu.ph | <http://www.dap.edu.ph>

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Telefax: (046) 483-1291
E-mail: academy@dap.edu.ph

DAP SAMINDANAO
PO Box 80102, Davao City
Tel. (082) 232-8082 | Fax: (082) 224-5685
E-mail: academy@dap.edu.ph

NOMINATION FORM

Please write in capital letters.

By signing and submitting this form, the participant and agency/ organization confirms agreement with the terms and conditions of availing the course/s stated herein.



NAME OF AGENCY/ORGANIZATION: _____

ADDRESS: _____

NAME OF NOMINATING OFFICER: _____

POSITION: _____ **LANDLINE NUMBER:** _____

EMAIL ADDRESS: _____ **MOBILE NUMBER:** _____

NAME OF PARTICIPANT (LAST NAME, FIRST NAME, MIDDLE INITIAL):

COURSE TITLE: _____
DATES: - to - **POSITION:** _____
EMAIL ADDRESS: _____
LANDLINE NUMBER: _____ **MOBILE NUMBER:** _____

NAME OF PARTICIPANT (LAST NAME, FIRST NAME, MIDDLE INITIAL):

COURSE TITLE: _____
DATES: - to - **POSITION:** _____
EMAIL ADDRESS: _____
LANDLINE NUMBER: _____ **MOBILE NUMBER:** _____

NAME OF PARTICIPANT (LAST NAME, FIRST NAME, MIDDLE INITIAL):

COURSE TITLE: _____
DATES: - to - **POSITION:** _____
EMAIL ADDRESS: _____
LANDLINE NUMBER: _____ **MOBILE NUMBER:** _____

* Agencies are enjoined to send three to five participants when enrolling to a course. This form may be reproduced.

GENERAL INFORMATION AND GUIDELINES

» TARGET PARTICIPANTS

The courses are open to all technical staff and officers of agencies and organizations.

» ENROLLMENT AND CONFIRMATION

Registration to the courses is on a first-come, first-served basis. Kindly provide duly accomplished and approved nomination forms to cftraining@dap.edu.ph and wait for notification within three days. Enrollment to the course/s is ensured only upon confirmation of payment. Schedule of course/s may change without prior notice.

» PLATFORM AND DELIVERY

All courses will be held via Zoom and Google Classroom through a mix of synchronous (live lectures) and asynchronous sessions (assignments).

» PAYMENT

Course fee must be settled two weeks before the indicated dates.

Payments may be made through:

- ◊ Cash
- ◊ Check payable to the Development Academy of the Philippines
- ◊ Bank deposit/fund transfer to Land Bank of the Philippines Savings Account 0671-0105-40.

Proof of payment should be sent thru email cftraining@dap.edu.ph.

» MAXIMUM CLASS SIZE

DAP reserves the right not to accept nominees if the maximum number of enrolled participants for the course/s has been reached.

» REPLACEMENT OF PARTICIPANT

Replacement of participant may be allowed in case the enrollee will not be available for the availed course due to unforeseen event. However, email notification must be made at least three weeks before the course date. Otherwise, the slot will be forfeited.

» CANCELLATION AND REFUND

A 15% cancellation fee will be charged to each enrollee for reservations withdrawn five working days before the course date.

The Academy reserves the right to cancel any course due to insufficient enrolment at least one week before the scheduled course date.

The Academy is not responsible for any expenses incurred by the participant if the course is cancelled.

No show and cancellation made within three working days before the course date shall not be entitled to a refund.

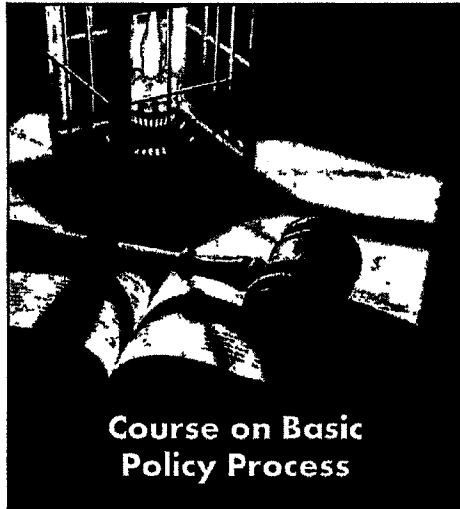
If a course is cancelled due to force majeure (e.g. weather, natural disaster), the participant is entitled to reschedule for a future training course or a refund.

» CERTIFICATES AND OFFICIAL RECEIPTS

E-certificate will be emailed upon completion of the course. Physical copy of the training certificate and official receipt will be sent to your registered mailing address through courier service.

However, due to ongoing quarantine restrictions and adoption of skeleton workforce arrangement, there may be delays in delivery.

2021 TRAINING CALENDAR



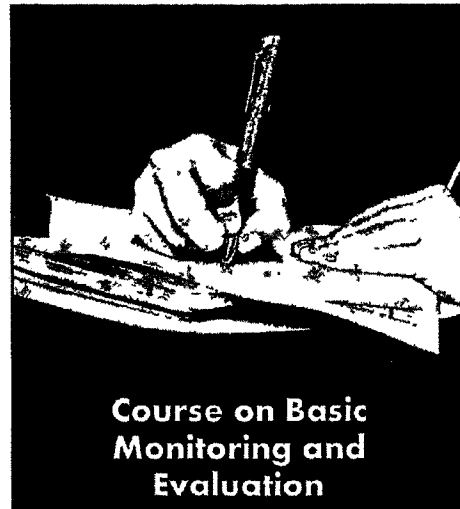
Course on Basic Policy Process

August 9-13, 2021

Course Fee: Php 7,500 (VAT-inclusive)
Credited Training Hours: 24

Course Description: The course aims to build and strengthen the capacities of the participants in developing and crafting policies that are geared towards the fulfillment of their respective mandates. Specifically, the course seeks to help the participants to better understand the theoretical underpinnings and components of the policy process as well as the range of tools and techniques for policy development.

Deadline of Registration: Jul. 9, 2021



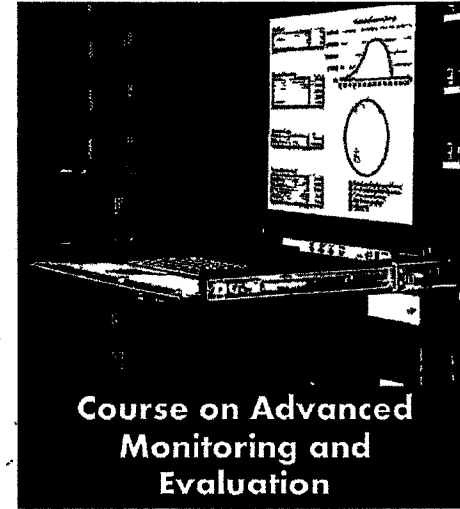
Course on Basic Monitoring and Evaluation

September 13-17, 2021

Course Fee: Php 7,500 (VAT-inclusive)
Credited Training Hours: 24

Course Description: The course aims to equip participants with necessary skills and knowledge on monitoring and evaluation (M&E) of programs and projects, and enable them to assess programs and projects using various tools.

Deadline of Registration: Aug. 13, 2021



Course on Advanced Monitoring and Evaluation

November 15-26, 2021

Course Fee: Php 12,500 (VAT-inclusive)
Credited Training Hours: 40

Course Description: The course aims to enhance the participants' skills and understanding of M&E that will allow them to work through impactful projects and programs. Specifically, it will provide up-to-date and deeper knowledge on M&E that will enable to prepare a well-defined terms of reference for an impact evaluation study through appropriate methods.

Deadline of Registration: Oct. 15, 2021