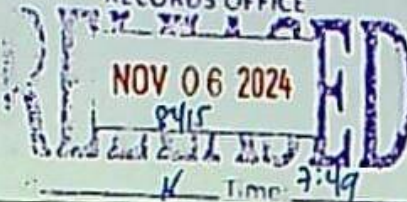




Republic of the Philippines  
**Department of Education**  
REGION I  
SCHOOLS DIVISION OF DAGUPAN CITY

DepEd SDO Dagupan City  
RECORDS OFFICE



Office of the Schools Division  
Superintendent

October 29, 2024

**DIVISION MEMORANDUM**  
SGOD-2024- ORI

**PARTICIPANTS TO THE CAPACITY BUILDING ON THE MONITORING  
AND EVALUATION OF PROFESSIONAL DEVELOPMENT PROGRAMS  
FOR TEACHERS AND SCHOOL LEADERS**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
School Heads  
Others concerned

1. In reference to Regional Memorandum No. 1415 s. 2024 titled "CAPACITY BUILDING ON THE MONITORING AND EVALUATION OF PROFESSIONAL DEVELOPMENT PROGRAMS FOR TEACHERS AND SCHOOL LEADERS," scheduled for November 4-6, 2024, at the Hotel Linda Suites, Vigan City, Ilocos Sur, the expected participants are as follows:

- Isabelita DAroya
- Sheryl Villacorta
- Jimmy Cancino
- Miagros Embuido
- Roan Jett Fernandez
- Isagani Rosario
- Irish Solis
- Gilliane Casaclang

2. The activity aims to enhanced the capacity of SDO personnel by providing training on the concepts and principles of monitoring and evaluation. It seeks to strengthen the implementation of M&E practices for DepEd's Organizational and learner performance, in alignment with DepEd Memorandum No. 044, s. 2023, titled "Interim Guidelines for the Quality Assurance and Monitoring and Evaluation of the NEAP Core Programs".



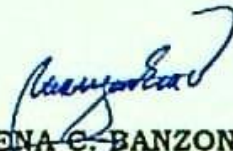
Address: Burgos St., Poblacion Oeste, Dagupan City  
Telephone: (075) 653-4101  
Website: [depeddagupan.com](http://depeddagupan.com)  
email: [dagupan.city@deped.gov.ph](mailto:dagupan.city@deped.gov.ph)



Republic of the Philippines  
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Office of the Schools Division  
Superintendent

- Participants must register online through the link <https://tinyurl.com/Reg-CapBuildonME> on or before October 31, 2024. Schools Heads and Head Teacher participants are required to bring their **School-developed INSET plan**, as well as **laptop and extension cord for the training**. For further details, please refer to the attached regional memorandum.
- For concerns, please coordinate with SGOD-HRDS.
- Immediate dissemination of this Memorandum is desired.

  
**ROWENA C. BANZON EdD, CESO V**  
Schools Division Superintendent

Reference: Regional Memo No. 1415 s. 2024  
Encl. as stated  
To be indicated in the Perpetual Index  
under the following subjects:  
#HRDS #LAD #TRAINING  
HRDS/ia/DM\_CAPBUILDONM&E  
October 29, 2020



Address: Burgos St., Poblacion Oeste, Dagupan City  
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Republic of the Philippines  
**Department of Education**  
 REGION I



**REGIONAL MEMORANDUM**  
 No. 1415, s. 2024

**CAPACITY BUILDING ON THE MONITORING AND EVALUATION  
 OF PROFESSIONAL DEVELOPMENT PROGRAMS FOR TEACHERS  
 AND SCHOOL HEADS**

To: Schools Division Superintendents



- The Department of Education, through the National Educators Academy of the Philippines Region 1 (NEAP R1), announces the conduct of the Capacity Building on the Monitoring and Evaluation of Professional Development Programs for Teachers and School Heads on November 4-6, 2024 at Hotel Linda Suites, Vigan City, Ilocos Sur.
- The activity aims to enhance the capacity of Schools Division Office (SDO) personnel by providing training on the concepts and principles of monitoring and evaluation (M&E). It seeks to strengthen the implementation of M&E practices for DepEd's organizational and learner performance, in alignment with DepEd Memorandum No. 044, s. 2023, titled "Interim Guidelines for the Quality Assurance and Monitoring and Evaluation of the NEAP Core Programs."
- The target participants to the said activity are HRDD-NEAP R1 personnel, QAD personnel, SGOD Chiefs, CID Education Program Supervisors, Public Schools District Supervisors, SGOD HRDS Senior Education Program Specialists or Education Program Specialists II, SMME Senior Education Program Specialists or Education Program Specialists II, School Heads, and Head Teachers.
- Below is the breakdown of participants per SDO.

Division	No. of Participants per SDO
Alaminos City	5
Batac City	5
Candon City	5
Dagupan City	8
Ilocos Norte	11
Ilocos Sur	11
La Union	11
Laoag City	5
Pangasinan I	11
Pangasinan II	11
San Carlos City	5
San Fernando City	5
Urduyeta City	8
Vigan City	5



5. The SDOs, through the SGOD SEPS/EPS II shall submit the list of participants duly endorsed by the Schools Division Superintendents through email: [neap.region1@deped.gov.ph](mailto:neap.region1@deped.gov.ph) with the subject (Name of SDO)\_CapBuildMEParticipants on or before October 31, 2024.
6. All participants must register online through the link: <https://tinyurl.com/Reg-CapBuildonME> on or before October 31, 2024. Participants are expected to be at the venue on Day 0. The first meal will be dinner on November 3, 2024, while last meal will be afternoon snacks on November 6, 2024.
7. SGOD HRDS SEPS/EPS II are encouraged to bring with them the submitted and approved SY 2024 School-developed INSET plan of school heads.
8. Expenses related to this activity such as board and lodging, supplies and materials shall be charged to FY 2024 HRD Fund. Travel expenses of participants shall be charged against SDO/School MOOE or other local funds subject to usual accounting and auditing rules and regulations.
9. Immediate dissemination of this Memorandum is desired.

For the Regional Director

  
**ARNOLD I. VINO**  
Chief Administrative Officer  
Finance Division  


Reference: None  
Encl: None  
To be indicated in the Perpetual Index  
Under the following subjects:

**TRAINING PROGRAMS**

HRDD/kmmb/RM\_CapBuildonME  
October 28, 2024

