



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
IPHO BUILDING Sudlon , Lahug , Cebu City



April 17 , 2019

DIVISION MEMORANDUM

No. 234 , s. 2019

**ESTABLISHMENT OF DATABASE OF LEARNERS PER JOB GROUP FOR
VARIOUS NEAP LEARNERS AND DEVELOPMENT PROGRAMS**

**TO : Assistant Superintendent
Chief, SGOD and CID
Division Supervisors / Coordinators
District Supervisors/OICs/ Caretakers
Elementary/Secondary School Heads
District/School HRD/L & D Coordinators**

1. Attached herewith is DepEd Regional Memorandum No. 0159, s. 2019 entitled, " **ESTABLISHMENT OF DATABASE OF LEARNERS PER JOB GROUP FOR VARIOUS NEAP LEARNERS AND DEVELOPMENT PROGRAMS**" for the information and guidance of all concerned.
2. All District HRD Coordinators are required to submit a hard copy of the consolidated report of the Learning and Development Participants' Profile (for teachers) and School Heads Development Program: Foundation Course (for School Heads) at the SGOD Office and a soft copy through this email address, lgmonteroso@gmail.com (Attention : Mr. Louie G. Monteroso-EPS II) on or before April 25, 2019.
3. For more details, refer to the attached Memorandum.
4. Immediate and wide dissemination of this Memorandum is desired.

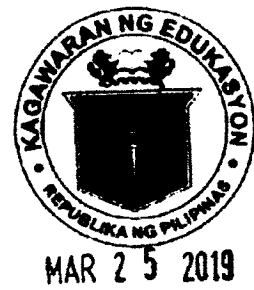

RHEA MARA ANGTUD , Ed.D., CESO VI
/ Schools Division Superintendent

Educating for a Strong Republic

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REPUBLICA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City



REGIONAL MEMORANDUM
No. 0159, s. 2019

ESTABLISHMENT OF DATABASE OF LEARNERS PER JOB GROUP FOR VARIOUS NEAP LEARNING AND DEVELOPMENT PROGRAMS

To: Schools Division Superintendents (SDSs)
All Others Concerned

1. In line with the efforts for learning and development, the National Educators Academy of the Philippines (NEAP), shall be establishing the database of all its targeted learners per job group.
2. This undertaking aims to make current reference for participants' profile available for the Learning and Development Programs to be developed and come up with more accurate entry in its Forward Estimates for subsequent years.
3. The Division Offices are requested to provide the information needed by using the attached templates in MS Excel for Regional Office consolidation.
4. The filled-out templates shall be emailed to hrdd.rovii@deped.gov.ph or misael.borgonia001@deped.gov.ph on or before March 29, 2019.
5. For more details, refer to the attached communication.
6. For more information and inquiries, please contact the HRDD Office at telephone number (032) 412-7324 and look for Mr. Misael G. Borgonia, Chief, HRDD.
7. For proper guidance and compliance.

Juliet A. Jeruta
JULIET A. JERUTA, PH. D., CESO IV
Director IV

IAJ/STJ/MCB/hdis
HRDD 2019

Office of the Director (ORDir), Tel. Nos.: (032) 231-1433; 231-1309; 414-7399; 414-7325; Office of the Assistant Director, Tel. No.: (032) 255-4542
Field Technical Assistance Division (FTAD), Tel. Nos.: (032) 414-7324 Curriculum Learning Management Division (CLM1), Tel. Nos.: (032) 414-7323
Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1071 Human Resource Development Division (HRDD), Tel. No.: (032) 255-5239
Education Support Services Division (ESSD), Tel. No.: (032) 254-7062 Planning, Policy and Research Division (PPRD), Tel. Nos.: (032) 233-9030;
414-7065 Administrative Division, Tel. Nos.: (032) 414-7326; 414-4367; 414-7266; 414-7322; 414-4367
Finance Division, Tel. Nos.: (032) 256-2375; 253-8061; 414-7321

“ EFA 2015: Karapatan ng Lahat, Pananagutan ng Lahat ”



Republic of the Philippines
Department of Education



SCHOOL HEADS DEVELOPMENT PROGRAM: FOUNDATION COURSE

(1) Last Name	(2) First Name	(3) Sex (MF)	(4) Birthdate (MM/DD/YY)	(5) Age (by June 2018)	(6) Years in Present Position	(7) Designation	(8) Years at the Designated Position	(9) School	(10) Type of School	(11) Division	(12) Region	(13) SH-CP-FC was	(14) Year when SH-CP-FC was taken	(15) Title of Work Application Project (WAP)	(16) WAP Date Submitted	(17) WAP Date Approved	(18) WAP Inclusive Dates of Implementation	(19) WAP: Date when Presented in Colloquium	

Prepared by:
Reviewed by:
Approved by: