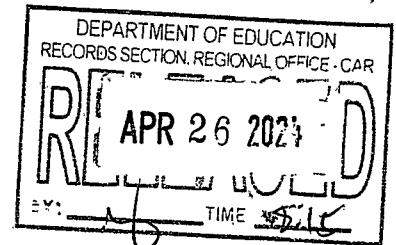




Republic of the Philippines
Department of Education
 Cordillera Administrative Region



25 April 2024

REGIONAL MEMORANDUM
 HRDD 241.2024

REGIONAL TRAINING OF EXAMINERS AND IT SUPPORT TEAMS FOR THE FY 2023 NQESH TEST ADMINISTRATION

To: Assistant Regional Director
 Schools Division Superintendents
 All Others Concerned

1. With reference to DepEd Memorandum No. 13 s, 2024 titled Administration of the Fiscal Year 2023 National Qualifying Examination for School Heads (NQESH) dated February 26, 2024, this office, through the Human Resource Development Division (HRDD), in collaboration with Quality Assurance Division (QAD) and RO-Information and Communications Technology Unit (ICTU) announces the conduct of the **Regional Training of Examiners and IT Support Teams for the FY 2023 NQESH Test Administration on May 3, 2024** at the **NEAP R, Wangal, La Trinidad, Benguet**.
2. The aforesaid training aims to capacitate concerned RO and SDO personnel on the features, functionality of the examination platform, site requirements and procedures to effectively and efficiently perform their duties and responsibilities as Examiners and IT Support during the eventual conduct of the FY 2023 NQESH test Administration on May 26, 2024.
3. Identified participants are advised to bring laptops, extension wires and mobile internet.
4. List of participants and training matrix are attached for reference.
5. Meals and accommodation for the conduct of the activity shall be charged against the FY 2023 NQESH program Support Fund while the participants travel and incidental expenses shall be charged against local fund subject to usual auditing rules and regulations. For live-in participants, first meal is dinner of May 2, 2024 and last meal is p.m. snack of May 3, 2024.
6. Immediate dissemination of and strict compliance to this Memorandum is highly enjoined.

Digitally signed by ESTELA
 P. LEON-CARIÑO EdD,
 CESO III
 Date: 2024.04.26 08:07:49
 +08'00'

ESTELA P. LEON-CARIÑO EdD, CESO III
 Director IV/Regional Director

HRDD/RCA/Sasha 2024 Regional TRAINING OF EXAMINERS AND IT SUPPORT TEAMS FOR THE FY 2023 NQESH TEST ADMINISTRATION



Address: DepEd-CAR Complex, Wangal, La Trinidad, Benguet, 2601
 Telephone No: (074) 422 - 1318
 Email Address: car@deped.gov.ph

DepEd Tayo Cordillera <https://depedcar.ph>

Enclosure 1 of RM 241.2024

PARTICIPANTS TO THE REGIONAL TRAINING OF EXAMINERS AND IT SUPPORT TEAMS FOR THE FY 2023 NQESH TEST ADMINISTRATION

No.	Name	Office	Role
1.	Estela P. Leon-Cariño EdD, CESO III	RO	Consultants
2.	Ronald B. Castillo, CESO V	RO	
3.	Ethielyn E. Taqued	RO - QAD	RO Monitors- Chairpersons
4.	Rosita C. Agnasi	RO - HRDD	
5.	Romulo B. Basa	RO - QAD	Chief Examiners
6.	Dexter Andres	RO - HRDD	
7.	Jennifer P. Ande	RO- CLMD	Room Examiner
8.	Sasha Joseph L. Daganos	RO - HRDD	Room Examiner
9.	Ester L. Gallotan	RO - QAD	Room Examiner
10.	Leonardo M. Aquino	RO - QAD	Room Examiner
11.	Florence E. Balictan	RO - QAD	Room Examiner
12.	Rose Melody Flores	RO - PPRD	Room Examiner
13.	Benjamin Dio-al	RO - CLMD	Room Examiner
14.	Alfredo Lanas	RO - CLMD	Room Examiner
15.	Rosanna Dizon	SDO Baguio City	Room Examiner
16.	Brendalee Awingan	SDO Baguio City	Room Examiner
17.	Rosie Beel Marzo	SDO Baguio City	Room Examiner
18.	Virginia Alindayo	SDO Baguio City	Room Examiner
19.	Mary Jane Malihod	SDO Baguio City	Room Examiner
20.	Loida Mangangey	SDO Baguio City	Room Examiner
21.	Lolita Manzano	SDO Baguio City	Room Examiner
22.	Aladin Dobinto	SDO Benguet	Room Examiner
23.	Remy Dum-ao	SDO Benguet	Room Examiner
24.	Simon Backian	SDO Benguet	Room Examiner
25.	Roberto Pablo Jr.	SDO Benguet	Room Examiner
26.	Melchor Tican	SDO Benguet	Room Examiner
27.	Delarosa Delmas	SDO Benguet	Room Examiner
28.	Marilyn Tolbe	SDO Benguet	Room Examiner
29.	Jonathan Sadey	SDO Benguet	Room Examiner
30.	Cesar Luma-ang	SDO Benguet	Room Examiner
31.	Virginia Salio-an	SDO Benguet	Room Examiner
32.	Marcelino Baldo	SDO Benguet	Room Examiner
33.	Nover Kiethly S. Mente	RO - CLMD	Room Examiner
34.	Wilfred C. Bagsao	RO - CLMD	Room Examiner
35.	Clemnente D. Bandao Jr.	RO - CLMD	Room Examiner
36.	Asterio Madalla	RO - CLMD	Room Examiner
37.	Rey Gapasin	SDO -Baguio	Room Examiner
38.	Nixon C. Elahe	SDO -Baguio	Room Examiner
39.	Jumar B. Yago-an	RO - ORD	Lead Roving IT
40.	Harris G. Dizon Jr.	SDO Baguio City	Roving IT
41.	Iyalee D. Manaysay	SDO Apayao	Roving IT
42.	Marlou B. Borja	SDO Abra	Roving IT

43.	Eric S. Wanson	SDO Benguet	Roving IT
44.	Richard L. Butale	SDO Ifugao	Roving IT
45.	Loida Elaine G. Tibong	SDO Mt. Province	Roving IT
46.	Allan S. Dumalsin	SDO Tabuk City	Roving IT

Enclosure 2 of RM 241.2024

**ACTIVITY MATRIX THE REGIONAL TRAINING OF EXAMINERS AND IT SUPPORT
TEAMS FOR THE FY 2023 NQESH TEST ADMINISTRATION**

May 3, 2024

NEAP R, Wangal, La Trinidad

Date and Time	Session Title	Resource Speaker/Facilitator	Secretariat/Chat box In-charge	Technical Support
Day 0				
2:00-5:00	Arrival and registration of Participants			
5:00-6:00	Setting of Laptops and Installation of Avatar			
8:00-8:30	Opening Program: <i>Nationalistic Song</i> <i>Opening Prayer</i> } AVP c/o HRDD <i>Cordillera Hymn</i> } <i>Acknowledgement of Participants</i> ... Ester Gallotan <i>Statement of Purpose</i> Ethielyn Taqued <i>Welcome Remarks</i> ARD Ronald Castillo <i>Message</i> RD Estela Cariño <i>Convener: Sasha Joseph Daganos</i>			Jefferson Villena
Day 1				
8:30-9:00	NQESH Testing Components and Testing Modality	Rosita Agnasi	Jose Cobarubias	Jefferson Villena
9:00-10:00	Testing Platform	Jumar Yagoran		
10:00-10:20	Health Break			
10:20-12:00	Installation of Avatar and Try out	Jumar Yagoran		
12:00-1:00	Lunch Break			
1:00-4:30	NQESH Simulation	Ethielyn Taqued		
4:30-5:00	Closing Program	c/o HRDD		