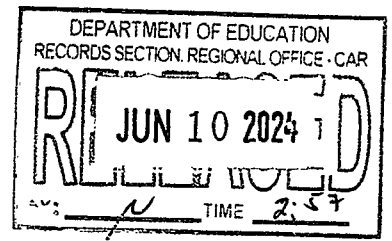




Republic of the Philippines
Department of Education
 Cordillera Administrative Region



07 June 2024

REGIONAL MEMORANDUM

No. **371-2024**

RESCHEDULING THE QUALITY ASSURANCE OF PROFESSIONAL DEVELOPMENT PROGRAMS (PDP) ACTIVITIES

To: All Schools Division Superintendents
 All Other Concerned

1. In view of unavailability of venue, resource persons and conflicts of activity schedule with the Central Office and the SDOs, this Office announces the rescheduling of the following activities:

ACTIVITY	FROM	TO
Quality Assurance of PDPs		
Phase 2: Evaluation	July 2-4, 2024	July 1 to 3, 2024
Phase 3: Finalization	June 19-21, 2024	July 31-August 2, 2024

2. Final list of participants and activity schedule are in Enclosure 1 and 2 respectively.

3. SDO-HRD SEPS and RO personnel concerned shall facilitate the confirmation of participants by sending the endorsed list and encoding the names via <https://tinyurl.com/confCAR> before **June 18, 2024**.

4. Participants are required to complete the following pre-work activities, **before June 30, 2024**:

- review the provisions of DM No. 044, s. 2024;
- use DM 044, s. 2024 Enclosure 4 for their proposals;
- upload an editable copy of proposals via <https://tinyurl.com/PDQA2024>;
- download and review PRC CPD Forms and templates accessible via tinyurl.com/neapCARhome;

5. Should there be queries and/or clarifications, please contact Rosita Agnasi, OIC-HRDD through email address at car.hrdd@deped.gov.ph.

6. Immediate dissemination of and strict compliance with this Memorandum is desired.

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

HRDD/RCA/lbl-CapB for PDP evaluators Phase 3
 June 7, 2024



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>

I. List of Participants for the Quality Assurance of PDPs Phase 2: Evaluation

Office/ SDO	Office/ Position	Number	Total	C. RO PD Evaluators (Core Team)	15	15
A. Regional Office				1. Api-it, Marilyn 2. Adriatico, Eden 3. Abulencia, Fredalyn 4. Bab-Anga, Samuel 5. Bumanghat, Joane 6. Buslig, Harriet 7. Cannaoay, Narciso 8. Gulgulway, Joel 9. Hoggang, Herminia 10. Membrot, Jornaliza 11. Palattao, Valentine 12. Patnay, Jocelyn 13. Sumarita Jr., Nicasio 14. Tumapang, Abegail 15. Vicente, Edgar	2	16
RD, ARD		2	2			
HRDD		5	5			
RO Program Owners		5	5			
B. RO PD Evaluators				D. SDO PD Evaluators (2 per SDO) to be identified by the SDOs	2	16
Abra	1. Abanilla, Ray	17	17			
Abra	2. Asencio, Rhoda					
Ifugao	3. Bongtiwon, Isabel U.					
Ifugao	4. Bruno, Shirley L.					
Ifugao	5. Buccahan, Mary Ann Julie					
Ifugao	6. Bumulyad, Michale D.					
Benguet	7. Cados, Jennifer					
Benguet	9. Calatero, Larson B.					
Ifugao	10. Kimmayong, Janice Alma P.					
Abra	11. Llanceza, Lorna					
Baguio City	12. Balutoc, Lilybeth B.					
Ifugao	13. Lunag, Laureen					
Ifugao	14. Patnaan, Anita N.					
Abra	15. Ramos, Bless Maricar					
Baguio City	16. Vallejo April Lorraine A.					
Benguet	17. Zarate, Marilyn					
TOTAL					60	

II. List of Participants for the Quality Assurance of PDPs Phase 3: Finalization

Office/ SDO	Office/ Position	Number	Total
A. Regional Office			
RD, ARD		2	2
HRDD		5	5
RO Program Owners		3	3
B. SDO/ RO PD Writers/ Developers To be identified after the results of Phase 2			38
TOTAL			48

Activity Matrix

Session No.	Duration	Topic	Session Objectives	Outputs	Resource Speaker/ Subject-Matter Expert	
	June 30	Arrival and Registration				
1	July 1 9:00-10:00 AM	Issuances related to PD Standards and Guidelines	Analyze and interpret the key provisions outlined in DepEd issuances such as DM 2023 044, DepEd Memorandum 2024 0427, DO 001 2021, DO 30 s 2021, and DM 050, 2020, related to PD standards and guidelines.	DM-OUHROD-2024-0427 Enclosure 3 (Summary of PDP Proposals)	Rosita C. Agnasi	
	10:15-11:00 AM	Quality Assurance of Professional Development Program Proposals	Review a detailed PD program design, including session objectives, content, methodologies, session guides, evaluation plans, and budget estimates to ensure compliance and alignment	Detailed PD Program Design and M&E Plan Form (Enclosure 4 of DM 044) PD Design QS Checklist	Dexter B. Andres	
	11:00-12:00 NN	Workshop proper: Quality Assurance of SDO/ RO PDP Proposals				
2	1:00-3:00 PM	Continuation of Workshop		Evaluated Enclosure 4 and Accomplished Enclosure 8		
	3:15-5:00 PM	Presentation and critiquing				
3	July 2 9:00-10:00 AM	Quality Assurance of Learning Resource Materials (LRMs)	<ul style="list-style-type: none"> a. Understand the specifications, standards, and key steps for developing and refining Learning Resource Materials (LRMs) according to the PD LR Materials Quality Standards Checklist. b. Develop, evaluate, and refine various LRMs, ensuring they meet quality standards and are effectively tailored for both participants and resource speakers. c. Commit to maintaining high quality and continuous improvement in the development of LRMs, ensuring they are engaging, relevant, and meet the needs of all participants 	PD LR Materials QS Checklist	Elvernice S. Fanged	
	10:15-12:00 AM	Workshop proper		Evaluated Enclosure 6 and Accomplished Enclosure 9 and 10		
4	1:00-2:00 PM	Preparing the CPD Documents	Understand the specific requirements and templates necessary for the Continuing Professional Development (CPD) documentation process, including application for accreditation, instructional design, M&E plans, certificates, CVs, PRC IDs, budgetary requirements, and promotional materials.	CPD Forms and templates	Laureen B. Likigan	
	3:00-5:00	Workshop Proper				
	July 3 8:30-10:00 AM	Workshop proper	CPD Documents 1 to 8	Quality Assurance Certificate (Approved PDs)		
	10:00-12:00 NN					
	1:00-3:00	Finalization of all outputs, Closing Program				