

January 11, 2019

Regional Memorandum
 No. 017.2019

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CONDUCT OF PROJECT MAIDEN LAUNCHING AND CAPABILITY BUILDING

To: **Regional Office Chiefs and Unit Heads**
Schools Division Superintendents
All Others Concerned
All Divisions

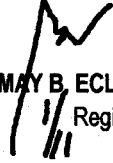
1. The Department of Education-Cordillera Administrative Region announces the conduct of Project MAIDEN Launching and Capability Building on **January 21 to 25, 2019** at the **NEAPR Conference Hall**, Wangal, La Trinidad, Benguet.
2. Project **MAIDEN** stands for **Management Assistance to Identified Development and Enhancement Needs** of Schools. This project generally aims to institutionalize sincere educational accountability among its educational leaders from the regional, division, and school levels. With this significant endeavor and aligned with DepEd's Vision, Mission, and Goals, it is hoped that all schools would perform as expected or even beyond.
3. The objectives of the capability-building activity are: (1) to capacitate all RO and SDO educational leaders with the knowledge, skills, attitude and values needed as they mentor and provide technical assistance to School Heads; (2) to develop a culture of support among educational leaders through professional learning communities; and (3) to institutionalize projects at the Division level that would help improve School-Based Management and overall learning outcomes.

4. Expected participants are the following:

OFFICES	PERSONNEL	NUMBER
Regional Office	RD	1
	ARD	1
	Division Chiefs and Unit Heads of PAU, Legal, ICT	11
	EPS (CLMD, QAD, FTAD, HRDD, PPRD)	16
	<i>Sub-Total</i>	29
Schools Division Offices	SDS/ASDS x 8	8
	SGOD Chiefs x 8	8
	CID Chiefs x 8	8
	PSDS (10 per SDO)	80
	<i>Sub-Total</i>	104
TOTAL, OFFICIAL PARTICIPANTS		133
Speakers/Guests	Region 8	2
OVERALL TOTAL		135

5. Schools Division Offices are advised to submit the confirmed list of participants following the template in Enclosure No. 2 through email address ftaddepedcar@gmail.com on or before **January 16, 2019**. SDO participants are likewise requested to bring their DEDPs and other data reports as references needed in the preparation of Division Projects.
6. Participants from the Regional Office are requested to attend Day 1 and Day 5 of this activity.

7. Participants listed in the confirmation form who would fail to attend the forum will be obliged to pay the total amount allotted per participant for this activity. SDOs are accountable in ensuring full attendance of the listed participants for the whole activity duration.
8. Accommodation and meals (breakfast, lunch, dinner, morning and afternoon snacks) for 5 days will be charged to 2018 HRTD Funds. First meal will be dinner of January 20, 2019 and last meal will be PM snacks of January 26, 2019. Lodging will be at the NEAP Dormitory.
9. Travel expenses and other meals not covered within the duration of the forum will be charged to local funds subject to the usual accounting and auditing rules and regulations.
10. Attached with this Memorandum are the following:
Enclosure No. 1: Matrix of Activities
Enclosure No. 2: Confirmation Template for Participants
11. Immediate dissemination of and strict compliance to this Memorandum is directed.


MAY B. ECLAR, PhD, CESO V
Regional Director

PROJECT MAIDEN (Management Assistance to Identified Development and Enhancement Needs) of Schools

WORKSHOP MATRIX ON DESIGNING DIVISION BANNER PROJECTS

TIME	DAY 1 January 21	DAY 2 January 22	DAY 3 January 23	DAY 4 January 24	DAY 5 January 25
8:00 – 8:30	Registration	MOL	MOL	MOL	MOL
8:30 – 9:00	Opening Program Project MAIDEN...the Concept	Workshop 2: The Treasure Train -- <i>Dorrie</i>	Workshop 4: Finalization and Preparation of PowerPoint Presentations	Making Technical Assistance Work Effectively	Launching of Division Banners
9:00 – 10:00	Kumustahan Levelling Expectations --Rhodora V. Sison Chief, QAD (R08) --Eden A. Dadap PDO IV (R08)	Workshop 3: Who Are You? -- <i>Eden</i>	Workshop 5: Presentation and Critiquing of Program Designs -- <i>Eden</i>	Revision of Banners based on suggestions	Closing Remarks -- <i>Bettina D. Aquino</i> ARD
10:00 – 11:00	A Glimpse of the Divisions' Performance Indicators --Pio D. Ecuana <i>PPRD Chief</i>				
11:00 – 12:00	Workshop 1: Dissecting Emotions -- <i>Dorrie & Eden</i>	Sessions: • Branding • Developing the Program Design • Program Content Focus • Creating Banner Project -- <i>Dorrie & Eden</i>	Planting the Seeds of Commitment -- <i>Dorrie & Eden</i>	Final Presentation of Division Banner Project Proposals	
1:00 – 3:30	Transformational Leadership -- <i>May B. Eclar, CESO V</i> <i>RD</i>				
3:30 – 5:00					

Enclosure No. 2 Confirmation Template for Participants

**LIST OF PARTICIPANTS TO THE Conduct of Project MAIDEN Launching and Capability Building
(to be submitted on or before January 16 through ftaddepdcar@gmail.com)**

A	B	C	D	E	G	H
NO.	DIVISION	NAME OF PARTICIPANT	DESIGNATION	OFFICE	FOOD PREFERENCES (ANY/NO PORK/ NO FISH)	LODGING IN/ LODGING OUT
1	E.g. Apayao	Lilet Ferrer	PSDS	Luna District	No pork	Lodging in