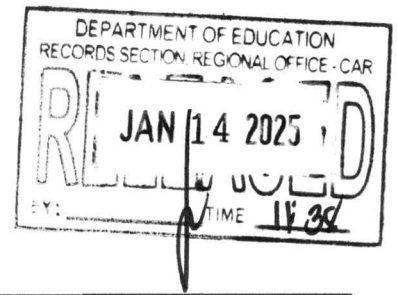




Republic of the Philippines
Department of Education
Cordillera Administrative Region



13 JAN 2025

REGIONAL MEMORANDUM

No. 028.2025

**CONDUCT OF THE SCHOOL HEADS DEVELOPMENT PROGRAM (SHDP)
REVALIDA FOR BATCHES 1 AND 2**

To: Assistant Regional Director
All Schools Division Superintendents
All Others Concerned

1. In relation to the completion of the Schools Heads Development Program for Batch 1 and 2, this Office requests for the list of SHDP participants who will be attending the scheduled Revalida on January 22-24, 2025 at BSU CMPC Brentwood Apartelle and Catering Services, Brentwood Village, Baguio City.
2. The purpose of the Revalida shall be:
 - a. to assess the SHDP Application Projects based on achievement of milestones;
 - b. to provide technical assistance in the process to improve the achievement of the objectives of the application project; and
 - c. to validate the completion of application projects of participants for the issuance of certificate of completion to be used in the reclassification process for school heads.
3. The SDOs are to refer to the RM No. 308, s. 2024 for the list of SHDP participants for Batches 1 and 2. Enclosure A are the identified assessors from each SDO and the presentation guidelines to be prepared of.
4. SHDP Batches 1 and 2 participants are to bring their own laptops, chargers and extension wires. They should register for confirmation in the link <https://forms.office.com/r/qbdFwCv08e>.
5. The first meal will be dinner of January 22, 2025 and the last meal will be PM Snacks of January 24, 2025. Check-in will strictly start at 2:00PM on January 22, 2025 and check-out will be during lunch of January 24, 2025. Board and lodging of participants during the official dates shall be charged to HRDD Funds.
6. All travel and other related expenses of SHDP Batches 1 and 2 shall be charged to local funds subject to existing accounting and auditing rules and regulations.
7. For queries and clarifications, please contact the Human Resource Development Division (HRDD) OIC Chief Rosita C. Agnasi via 09071734621 or through the email address car.neapr@deped.gov.ph or Dexter Andres via 09493656360.

8. Immediate dissemination of and strict compliance with this memorandum is directed.



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

*/HRDD/RCA/DexAn-Conduct of SHDP Revalida for Batches 1 and 2
January 13, 2025*

028.2025

Enclosure A to RM No. _____: *Conduct Of The School Heads Development Program (SHDP) Revalida For Batches 1 And 2*

Identified SHDP Revalida Assessors

Schools Division Office	Assessor	Assessor
Abra	Fernandina B. Lagundino	Esteban Lope N. Tamayo
Apayao	Marivic M. Calelao	Irene D. Portacio
Baguio City	Jayre Rose Guevarra	Lourdes Lomas-e
Benguet	Marylyn Tolbe	Marilyn Zarate
Ifugao	<i>To be identified</i>	<i>To be identified</i>
Kalinga	Marivic D. Wandagan	Hermina P. Astudillo
Mt. Province	Nemia N. Lite	Wilfredo L. Domong-as
Tabuk City	Emily Langkit	Ma. Medea C. Vallejo
Regional Office: HRDD	Rosita C. Agnasi Dexter B. Andres	Sasha Joseph L. Daganos Elvernice S. Fanged
Consultants	RD Estela P. Leon-Cariño	ARD Ronald B. Castillo

Presentation Guidelines

1. SHDP Participants are to be prepared with a 5 mins presentation of their achievement of their Application Project focusing on the following:
 - a. School Background and Gaps
 - b. Application Project Objectives and Target Milestones
 - c. Accomplished Activities, Outputs and Outcomes
2. Participants are to be prepared with sample MOVs for validation.
3. Be prepared to elaborate on accomplishments relative to the School-based Management Dimensions.