



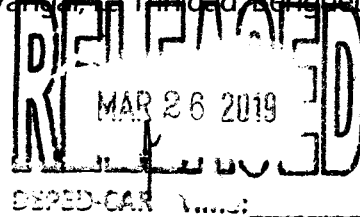
Republic of the Philippines
DEPARTMENT OF EDUCATION
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet



March 19, 2019

REGIONAL MEMORANDUM

No. 110 2019



CAPABILITY BUILDING FOR REGIONAL NEAP FACILITATORS

**TO: Schools Division Superintendents
All Division
All Others Concerned**

1. In line with the implementation of the Learning and Development Program, the DepEd-CAR through the Human Resource Development Division (HRDD) will conduct **Capability Building for Regional NEAP Facilitators** on April 24-26, 2019 at the NEAPR Conference Hall, Wangal, La Trinidad, Benguet.
2. The said activity aims to equip the participants in the development of training programs/session guide writing and the essential skills in facilitating adult learning in the delivery of Professional Development Programs.
3. The following is the list of participants to the said activity:

#	Name	Sex	Division
1	BALLENA, MARY HAZEL B.	F	ABRA
2	DULNOAN, MARGARETTE	F	IFUGAO
3	CASTILLO, SHARON CHRISTIANIE	F	BAGUIO CITY
4	KOTOKEN, MANNY H.	M	APAYAO
5	DANIGOS, VICENTA C.	F	BENGUET
6	KITONG, CECILIA	F	IFUGAO
7	DOMEREZ, WINNIE FREDA D.	F	BENGUET
8	CARIÑO, EMYROSE	F	ABRA
9	SULIAN, OLLYJOY R.	M	ABRA
10	MALIHOD, MARY JANE N.	F	BAGUIO CITY
11	AHUDAY, FLAVIA	F	IFUGAO
12	AGAGON, ROMEO	M	TABUK CITY
13	BALIAG, ANABEL K,	F	BENGUET
14	KILAKIL, CHING E.	F	MT. PROVINCE
15	HABAN, IMELDA	F	TABUK CITY
16	GONZALO, NICKCARTER JUNIOR C.	M	BAGUIO CITY
17	VELASCO, GABRIEL B.	M	ABRA
18	ASENCIO, RHODA P.	F	ABRA
19	PANAGAN, GINA D.	F	BENGUET
20	DAO-WAN, JO ANNE	F	KALINGA
21	LINGBAWAN, BRENDALEE	F	TABUK CITY

22	BALANIAN, EDISON	F	IFUGAO
23	BERSAMIN, PERLITA	F	ABRA
24	ENCISO, SUZELLE	F	APAYAO
25	DULNUAN, JOYCE KAREN	F	IFUGAO
26	TAYABAN, MERCEDES	F	IFUGAO
27	VALLEJO, FEDENCIO	M	KALINGA
28	CHORAWAN, MIKE	M	MT. PROVINCE
29	BONGALON, EVELYN	F	TABUK CITY
30	FEDERICO, FLORES JR.	M	TABUK CITY

4. Please confirm your attendance through on or before April 17, 2019 through hrdd.depedcar@gmail.com

5. Participants are advised to bring their own laptops and extension cords to be used during the said training.


6. The Regional Training Management Team is requested to attend as Learning Resource Provider & Facilitator, class manager and to monitor and evaluate the conduct of the said training. They are as follows:

Name		Division
RD May B. Eclar	Consultant and Resource Person	ORD
ARD Bettina Daytec-Aquino	Consultant and Resource Person	ORD
Jennifer Ande	Learning Resource Provider/Chief Trainer	RO
Virginia Batan	Learning Facilitator and Speaker	Tabuk City
Aida Payang	Learning Facilitator and Speaker	RO
Emilia Faustino	Learning Facilitator and Speaker	RO
Glen Papa	Learning Facilitator and Speaker	RO
Francis Peckley	Learning Facilitator and Speaker	Benguet
Jumar Yago-an	Learning Facilitator and Speaker	RO
Jerry Ymson	Learning Facilitator and Speaker	Baguio City
Rosita Agnasi	Learning Facilitator and Speaker	RO
Denia Tarnate	Learning Facilitator and Speaker	RO
Emmanuela Gabol	Secretariat	RO
Charline Balahyas	Secretariat	RO
QuAD Representative	M & E	RO

7. Lodging, meals and snacks of participants shall be charged to RO-HRDD funds while other incidental expenses shall be charged to local funds subject to the usual accounting and auditing rules and regulations. First meal to be served is dinner of April 23, 2019 and last meal is P.M snack of April 26, 2019.

8. Attached is the training matrix for reference.

8. Immediate dissemination of this memorandum to all concerned is enjoined.


MAY B. ECLAR, PhD., CESO V
 Regional Director

CAPABILITY BUILDING OF NATIONAL EDUCATORS' ACADEMY OF THE PHILIPPINES (NEAP) REGIONAL POOL OF FACILITATORS
 NEAP-R, DepEd-CAR, Wanggal, La Trinidad, Benguet

TRAINING MATRIX
 April 24-26, 2019

Time	DAY 1	DAY 2		DAY 3
		MOL		
8:00-8:10	Registration			
8:10-9:00	Opening Program Levelling of Expectation c/o Denia Tarnate	Professionalism and Ethics LF/RS: Jennifer Ande		Process Observation Analysis and Conducting debriefing LF/RS: Emilia Faustino
9:00-9:30				
9:30-10:00				
10:00-10:15				
10:15-12:00	Facilitating Strategies and Hosting Methodologies LF/RS: Virginia Batan	Principles of Adult Learning (4As) LF/RS: Aida Payang	Session Guide Writing LF/RS: Rosita Agnasi	
12:00-1:00				
1:00-3:00	Facilitators' Role: Qualities and Skills LF/RS: Jerry Ymson	Preparing Slide Deck presentations LF/RS: Jumar Yago-an	Workshop on Session Guide Writing	
3:00-4:30	Basic of Public Speaking & Modern Trends in Oral Communication LF/RS: Francis Peckley	Infographs LF/RS: Glen Papa	Critiquing of outputs	
4:30-5:00			Closing Program	

Prepared by:


ROSITA C. AGNASI
 EPS

Noted:


JENNIFER P. ANDE
 OIC - HRDD