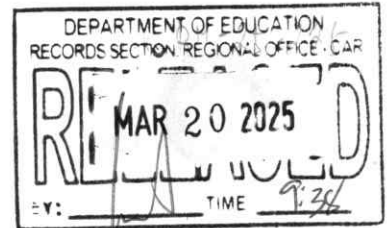




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



19 March 2025

REGIONAL MEMORANDUM

No. 207.2025

**SURVEY ON THE IMPLEMENTATION OF DEPED ORDER 001, S. 2020
AND DEPED MEMORANDUM 044, S. 2023**

To: All Schools Division Superintendents
All Others Concerned
All Divisions

1. In line with the Department's continuous efforts to strengthen policy development and implementation, as mandated by DepEd Order No. 13, s. 2015¹, this Office, through the Human Resource Development Division (HRDD), will conduct a **Survey on the Implementation of DepEd Order No. 001, s. 2020 (Guidelines for NEAP Recognition of Professional Development Programs and Courses for Teachers and School Leaders) and DepEd Memorandum No. 044, s. 2023 (Interim Guidelines for the Quality Assurance and Monitoring and Evaluation of the National Educators Academy of the Philippines (NEAP) Core Programs)**.
2. This survey aims to gather feedback from all SDO personnel involved in the implementation of Professional Development (PD) activities to assess the effectiveness, identify challenges, and recommend enhancements for future policy improvements in PD recognition under NEAP.
3. To ensure comprehensive data collection and analysis, School Governance and Operations Division (SGOD) Chiefs of all SDOs shall facilitate the participation of at least 10 respondents from PD proponents per SDO, including:
 - a. Education Program Supervisors;
 - b. Public Schools District Supervisors;
 - c. Senior Education Program Specialists;
 - d. Education Program Specialists;
 - e. Project Development Officers; and
 - f. Other SDO-based personnel that have submitted PD activities for implementation.
4. The survey is available at <https://tinyurl.com/carPolicyReview> and shall be completed by the identified respondents on or before April 15, 2025.
5. Should there be queries and/or clarifications, please contact Rosita C. Agnasi, OIC-HRDD or Laureen Likigan, SEPS-HRDD through email address at car.hrdd@deped.gov.ph.
6. Immediate dissemination of and compliance to this Memorandum is directed.

Digitally signed by ESTELA P.
LEON-CARIÑO EdD, CESO III
Date: 2025.03.20 08:37:17
+08'00'

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

¹ Establishment of a Policy Development Process at the Department of Education



Survey on the Implementation of DepEd Order 001, s. 2020 and DepEd Memorandum 044, s. 2023
(Guidelines for NEAP Recognition of Professional Development (PD) Programs and Courses)

Introduction:

This survey aims to gather feedback from SDO HRD personnel on the implementation of **DepEd Order 001, s. 2020** and **DepEd Memorandum 044, s. 2023**, which outline the **Guidelines for NEAP Recognition of Professional Development (PD) Programs and Courses**.

Please answer the following questions based on your experience. Your responses will be used to assess effectiveness, identify challenges, and recommend improvements.

Section 1: Respondent Profile

1. Name (Optional): _____
2. Designation:
 - Education Program Supervisor
 - Senior Education Program Specialist
 - Education Program Specialist
 - Project Development Officer
 - Other (Please specify): _____
3. School Division Office (SDO): _____
4. Role in the implementation of NEAP-recognized PD Programs
 - Proponent
 - Resource Person
 - Program Manager
 - Learning Manager
 - Resource Speaker/Subject-Matter Expert
 - M&E Coordinator
 - Documenter
 - Secretariat
 - Welfare Officer
 - Logistics Officer
 - Finance Officer

Section 2: Submission and Use of PD Recognition Forms

5. **Have you ever submitted a proposal for a NEAP-recognized PD program?**
 - Yes
 - No
6. **If yes, what form(s) did you use in your submission? (Check all that apply.)**
 - Enclosure No. 3: Target Participants Profile Sheet
 - Enclosure No. 4: PD Program Design Form
 - Enclosure No. 5: Curriculum Vitae (CV) Form
 - Enclosure No. 6: Session Guide Form
 - Enclosure No. 7: Workplace Application Plan (WAP)
 - Enclosure No. 8: PD Program Design Quality Assurance Checklist
 - Enclosure No. 9: PD Learning Resource Materials Quality Standards Checklist
 - Enclosure No. 10: PD Program Delivery Quality Standards
 - Enclosure No. 11: PD Program Documentation Form
 - Enclosure No. 12: End-of-Day Evaluation Form

- Enclosure No. 13: PD Completion Report Template
 - Enclosure No. 14: Actual Participants Profile Sheet
 - Enclosure No. 15: Inception Plan
- 7. Which form(s) did you find difficult to accomplish? (Check all that apply.)**
- Enclosure No. 3: Target Participants Profile Sheet
 - Enclosure No. 4: PD Program Design Form
 - Enclosure No. 5: Curriculum Vitae (CV) Form
 - Enclosure No. 6: Session Guide Form
 - Enclosure No. 7: Workplace Application Plan (WAP)
 - Enclosure No. 8: PD Program Design Quality Assurance Checklist
 - Enclosure No. 9: PD Learning Resource Materials Quality Standards Checklist
 - Enclosure No. 10: PD Program Delivery Quality Standards
 - Enclosure No. 11: PD Program Documentation Form
 - Enclosure No. 12: End-of-Day Evaluation Form
 - Enclosure No. 13: PD Completion Report Template
 - Enclosure No. 14: Actual Participants Profile Sheet
 - Enclosure No. 15: Inception Plan
- 8. How would you describe your experience with the submission process?**
- Very easy
 - Easy but with Challenges
 - Very difficult
- 9. If this is your first time encountering these forms, do you find them helpful for preparing PD program proposals?**
- Yes, very helpful
 - Yes, but required TA in accomplishing
 - Not helpful at all
- 10. What challenges did you encounter in completing the forms? (Check all that apply.)**
- Lack of clear instructions
 - Lengthy or complex requirements
 - Difficulty in accessing necessary data or resources
 - Technical issues with submission platforms
 - Other (Please specify): _____

Section 3: Implementation Challenges

- 10. What challenges have you encountered in implementing NEAP-recognized PD programs? (Rank from 1 (most challenging) to 6 (least challenging).)**

- Lack of awareness about guidelines
- Difficulty in meeting criteria
- Lengthy approval process
- Limited personnel/human resources
- Compliance with new quality assurance measures
- Limited financial resources

- 11. What specific issues did you encounter in completing these forms? (Check all that apply.)**

- Lack of clear instructions or guidelines
- Time-consuming process
- Redundant information across multiple forms

- Uncertainty about required data or documents
- Other (Please specify): _____

12. Have you encountered challenges in securing qualified resource speakers?

- Yes
- No

13. If yes, what were the challenges? (Check all that apply.)

- Difficulty in finding PRC-accredited experts
- Lack of qualified speakers with expertise in specific topics
- High professional fees or budget constraints
- Limited availability of speakers on preferred schedules
- Other (Please specify): _____

14. What factors pose challenges in meeting RP (Resource Person) qualifications?

- PRC certification requirements
- Minimum academic qualification (e.g., Master's Degree requirement)
- Limited pool of experts within the organization
- Unclear NEAP criteria for RP selection
- Other (Please specify): _____

15. Have you encountered procurement-related issues when implementing PD programs?

- Yes
- No

16. If yes, what were the most common procurement challenges? (Check all that apply.)

- Delays in the procurement of materials and resources
- Strict compliance requirements for procurement processes
- Budget constraints affecting speaker fees and program costs
- Lack of clarity on allowable expenses for PD implementation
- Other (Please specify): _____

17. What additional support do you need to improve the implementation of PD programs? (Check all that apply.)

- More training on NEAP recognition guidelines
- Simplified application and approval process
- Increased funding for PD activities
- Additional personnel to support implementation
- Clearer instructions and reference materials
- Other (Please specify): _____

Section 4: Recommendations for Improvement

12. What recommendations do you have to improve the process of submitting and implementing NEAP-recognized PD programs?

13. Please provide other comments or suggestions relative to the abovementioned policies.

Survey Access: The survey can be accessed through the following link: <https://tinyurl.com/carPolicyReview>. All responses must be submitted no later than April 15, 2025. Thank you for your participation! Your insights are valuable in improving the policy and implementation of Professional Development programs under NEAP.