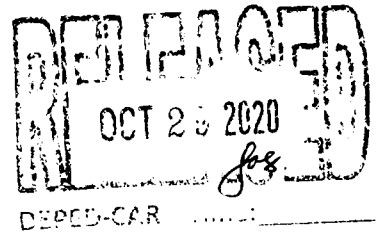




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



Office of the Regional Director

October 27, 2020

REGIONAL MEMORANDUM
NO. ~~341-2020~~

**REITERATING THE SCHEDULE OF SUBMISSION OF MODULE AND PRACTICUM OUTPUTS AND
THE REFINED EVALUATION PROCEDURES AND TOOLS FOR LDM1 AND LDM2**

**TO: Regional FTAD, QAD and Regional FTAT
Schools Division Superintendents
SDO CID, SGOD, M&E
Elementary and Secondary School Heads
All Others Concerned**

1. In line with the Memoranda OSEC-NEAP-OD2020-0827 and OSEC-NEAPOD-2020-1041 of the National Educators Academy of the Philippines on the implementation of the Learning Delivery Modality (LDM) 1 and 2 Courses and submission of module and practicum outputs, and the Regional Memoranda Nos. 195 and 203 series 2020 indicating the organization of Learning Action Cell and the clarity of roles and procedures for evaluating the LDM1 outputs of school heads and LAC leaders, the Regional HRDD through the NEAPR shall emphasize the following important links, schedules and roles.
2. The Learning Delivery Modality (LDM 1 and 2) which have passed the quality standards set and are recognized professional development programs by the Department of Education is currently implemented nationwide with the objective to ensure that all school leaders, instructional coaches and teachers should have the necessary skills to help prepare for the implementation and management of their chosen LDMs.
3. Conducting the necessary procedures also puts emphasis not just on the completion of the modules but more importantly on the quality of the content and veracity of the information found in every activity of each module.
4. As such, the following are reminded of their roles in evaluating and submitting the necessary reports/forms to the required to the specific individuals and units for evaluation and rating for the LDM1 Course. An in-depth presentation of the process can be accessed through the links provided.
5. The NEAP CO emphasizes the special care and attention to be given to each participant's outputs grounded on the professional standards where the LDM outputs are mapped and aligned. Further, the LDM Evaluation Process serves as a guide so the evaluator can objectively evaluate each output.



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LDM 1 COURSE			
UNIT / OFFICE / PARTICIPANT	ROLE	FORMS TO ACCOMPLISH	LINK / REMARKS
School Head	<ul style="list-style-type: none"> Submit outputs from LDM1 to the LAC Leader for evaluation and refinements if necessary 	LDM Decision Tree, LDM Readiness, Assessment, Readiness Action Plan, Implementation Plan, Module LAC Session Reports	bit.ly/ldm1evalslide First Deadline: August 7, 2020 Deadline of Submission to LAC Leader: October 30, 2020
LAC Leaders	<ul style="list-style-type: none"> Collect all required outputs and provide feedback to School Heads for refinement if necessary Monitor submission of reports of School Heads with the assistance of SDO M&E and SGOD Download Form 1 and submit rating outputs using Form 1 (1A and 1B) to SDO LDM PMT Managers 	Form 1 (1A & 1B)	bit.ly/ldm1eval4lacleaders Deadline of Submission to the SDO LDM PMT: November 3, 2020
LAC Coaches (Regional FTAT)	<ul style="list-style-type: none"> Collect all required outputs and provide feedback to LAC Leaders for refinement if necessary Monitor the submission of outputs Download Form 2 and submit rating using Form 2 to RO LDM PMT 	Form 2	bit.ly/ldm1eval4coaches Deadline of upload of ratings: November 4, 2020
SDO LDM PMT (SDO M&E and SGOD)	<ul style="list-style-type: none"> Set system and deadline of submission of Form 1 files Receive and upload all Form1 files in the SDO folder Consolidate summaries of ratings (Form 1B) Submit Form 4 to RO LDM PMT 	Form 4	Deadline of uploading and submission to RO LDM PMT: November 3, 2020
	M&E Representative (2)		
	<ul style="list-style-type: none"> Ensure that evaluators are correctly accomplishing the forms and following the evaluation procedure. Consolidate summaries of ratings from LAC leaders using LDM1 Form 4 and submit this report to QAD. Provide assistance to evaluators. 		
	SGOD Representative (2)		
	<ul style="list-style-type: none"> Sets up the system of receiving/gathering all LDM1 evaluation forms from evaluators (LAC Leaders). Organize and upload all evaluation forms to their assigned SDO folder. <i>[NEAP-CO will give you exclusive</i>		



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	<p>access to the SDO folder. Do not add other editors.</p> <ul style="list-style-type: none"> Provide assistance to evaluators. 		
RO LDM PMT (RO FTAD & QAD)	<ul style="list-style-type: none"> Set the system and deadline of submission of Form 2 and 4 Files Validate and consolidate all Form 2 and 4 files from SDOs Receive and upload all Form 2 and 4 files in the regional folder Prepare certificates for issuance 		Deadline of uploading in the Regional Folder: November 6, 2020
	<p>QAD Representative (2)</p> <ol style="list-style-type: none"> Consolidate summaries of ratings from SDOs and LDM Coaches, and submit list of completers to NEAP-R Coordinates with NEAP-R in setting the deadline of evaluation forms submission. Provide assistance to SDO LDM Teams. 		
	<p>NEAPR Representative (2)</p> <ol style="list-style-type: none"> Coordinate with RO and SDO LDM Program Management Team members Prepare certificates for issuance based on the list of from QAD. Provide assistance to SDO LDM Teams. 		

LDM 2 COURSE : PRE-IMPLEMENTATION OUTPUTS			
UNIT / OFFICE / PARTICIPANT	ROLE	FORMS TO ACCOMPLISH	LINK / REMARKS
LAC Leaders	<ul style="list-style-type: none"> Submit outputs from LDM2 to the LAC Leader for evaluation and refinements if necessary 	Pre-Implementation Outputs	bit.ly/lm1evalslide Deadline of Submission to Instructional Coaches: October 29, 2020
Instructional Coaches (PSDS)	<ul style="list-style-type: none"> Consolidate pre-implementation outputs and submit this to the SDO PMT 		Deadline of Submission to the SDO PMT: October 30, 2020

Note: Deadline of Implementation Outputs for LDM 2 shall be announced in a separate Memo as advised by the

6. For clarification of the SDO LDM PMT and RO LDM PMT, it shall be composed as following and list be submitted to the DepED NEAPR:

UNIT / DIVISION	ROLE	PERSONNEL IN-CHARGE
SDO LDM PMT	SDO LAC Leaders / Instructional Coaches	EPS / PSDS
	SDO M&E	2 Representatives
	SDO SGOD	2 Representatives



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7. Participants and concerned units are reminded of the links and the deadlines as submitted/unsubmitted reports are reflected in the NEAP Central Office.
8. For queries and additional information, please contact the HRDD-NEAPR through the email at hrdd.depedcar@gr.ail.com or telephone number (074) 424-5167.
9. Immediate dissemination and compliance to this memorandum is required.


MAY B. ECLAR, PhD, CESO V
Regional Director 

/HRDD/JPA/dean



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