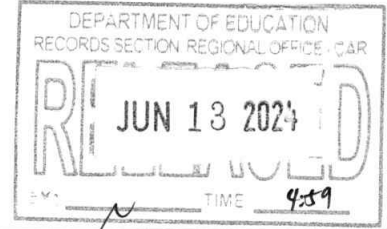




Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region



13 JUNE 2024

**REGIONAL MEMORANDUM**

No. 384.2024

**REITERATION OF THE SUBMISSION OF THE PROGRAM COMPLETION REPORTS (PCR) ON THE DELIVERY OF NEAP-QUALITY-ASSURED PD PROGRAMS**

To: Assistant Regional Director  
Schools Division Superintendents  
All Others Concerned

1. Relative to OM-OUHROD-NEAP-2024-045 titled, "Submission of the Program Completion Reports (PCR) on the Delivery of NEAP Quality-Assured PD Programs", all Schools Division Offices through the SGOD-HRDS shall submit the project completion and end-of-program evaluation reports of the following PD Programs quality-assured by NEAP and implemented by the Schools Division Offices.
2. For the guidance of SDOs, the required documents to be saved in a single file using the naming convention can be accessed via the link **<https://tinyurl.com/PD2024Temps>**.
  - a. For ABC ILT: CAR\_ABCILT\_SDO
  - b. For HOTSPLPs: CAR\_HOTS\_SDO
  - c. For MATATAG: CAR\_MATATAGDTOT\_SDO
3. It is also required for the SDOs to update the tracker system using the link **<http://tinyurl.com/ILTCAR>**.
4. The folder containing the three (3) files shall be emailed to **[neap.qad@deped.gov.ph](mailto:neap.qad@deped.gov.ph)** AND **[car.hrdd@deped.gov.ph](mailto:car.hrdd@deped.gov.ph)** copy furnished [dexter.andres001@deped.gov.ph](mailto:dexter.andres001@deped.gov.ph) and [elvernice.fanged@deped.gov.ph](mailto:elvernice.fanged@deped.gov.ph) **on or before June 14, 2024**.
5. 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](mailto:car.neapr@deped.gov.ph).
6. Immediate dissemination of and strict compliance with this memorandum is directed.

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

/HRDD/RCA/DeAn



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