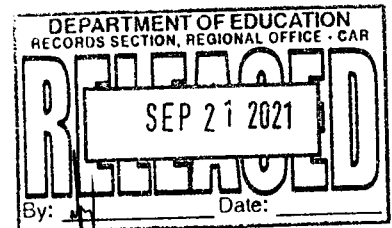




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



September 20, 2021

REGIONAL MEMORANDUM
NO. 422-2021

**ATTENDANCE OF DEPED CAR NON-TEACHING PERSONNEL TO
SMART FITS TRAIN THE TRAINER PROGRAM**

To: OIC-Assistant Regional Director
Schools Division Superintendents-SDO Baguio City and Benguet
All Regional Functional Division Chiefs
All Others Concerned

1. Pursuant to DO No. 040, s. 2021 titled Implementation of Learning and Development (L&D) for Non-Teaching Personnel in the Department of Education (DepEd) in view of the COVID-19 pandemic, this Office shall avail Courses offered by the SMART FITS Area 23 DSDP, Baguio City.
2. In this connection, the respective Personnel Development Committee of the target participants conducted an evaluation resulting to the final list of Non-Teaching Personnel endorsed as participants (Enclosure 1) to join the blended mode of training **every Friday (12:30 to 5:00 PM) from October 1 to December 17, 2021.**
3. The course fee shall be charged against FY 2021 Organizational and Professional Development for Non-Teaching Personnel (OPDNTP) Budget Allocation and Program Support Fund lodged in the Regional Office subject to the existing accounting and auditing rules and regulations.
4. Participants shall provide this Office a Knowledge Transfer Plan after attending the course to promote collaboration and build the capability of other personnel in DepEd CAR.
5. For inquiries and clarifications, please contact NEAPR through Chief Education Supervisor, NEAP-CAR OIC Jennifer Ande at 09190073814.
6. Immediate and widest dissemination of this Memorandum is directed.


ESTELA L. CARIÑO EdD, CESO III
Director IV/ Regional Director

NEAPR/IPA/Lbi



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ISO 9001:2015 Certified
Quality Management System
DE-50500784 QM15

Enclosure 1. List of Participants

Name	Office
a. Elvira M. Cudli	RO-FTAD
b. Manilyn A. Botilas	RO-PPRD
c. Dumas D. Aban	RO-Admin
d. Elizabeth T. Calbayan	RO-CLMD
e. Charline T. Balahyas	RO-HRDD
f. Karyl Paz W. De Leon	RO-Admin
g. Edralyn C. Ganga	RO-ORD
h. Laureen B. Likigan	RO-NEAP
i. Cyrille Gaye B. Miranda	RO-ORD
j. Jeremy Kermit B. Padilla	RO-CLMD
k. Asuncion C. Saguid	SDO Baguio City
l. Airah Kaye D. Naron	SDO Baguio City
m. Joven B. Agtani	SDO Benguet
n. Lorna M. Yaco	SDO Benguet