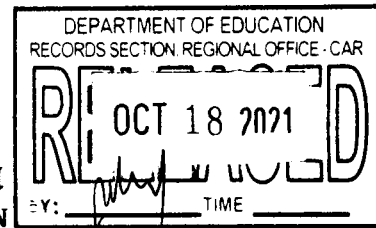




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



18 October 2021

REGIONAL MEMORANDUM
No. 483.2021

**FINAL SUBMISSION OF PARTICIPANTS TO THE LEAD TO GROW TRAINING
(PHASE 1 and 2) AND SUBMISSION OF SPEAKERS' BIO-NOTES
AND TEST QUESTIONS**

To: OIC - Assistant Regional Director
Chiefs of the Regional Functions Divisions
Schools Division Superintendents
All Others Concerned

1. Relative to RM No. 365 s 2021 and RM No. 386 s 2021 and in line with the implementation of Learning and Development Program for School Leaders, the Department of Education, Cordillera Administrative Region through the National Educators Academy of the Philippines (NEAP) – CAR request for the Final Submission of Participants for LEAD to GROW: Leadership Excellence, Development for Governance and Resilience on Thinking Outside-the-box in the Workplace for CESO Potentials (Phase 1 and 2), submission of Speakers' Bio-notes and 15-Item Multiple Choice Test Questions with Key Answers based on the assigned topic/s on or before **October 20, 2021**.

2. Participants shall be strategically screened by the Schools Division Offices in consideration of the following qualifications:

- Must be currently working as a permanent employee of the DepEd and has at least Salary Grade 19.
- Must have a managerial experience of at least three years
- Must have the capacity to lead in the higher level of public service and must possess the qualities of a future leader in the third level positions.
- Must be of good moral character.
- Must commit full attendance within the duration of the training.
- Must have a stable internet connectivity.
- Must be able to comply with the contract agreement and obligations as a nominee



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3. Attached are the Training Contract and Template on Submission of Participants for your reference.
4. Phase 1 shall begin on October 25 – 28, November 8-12, 15 & 22 while Phase II will be on November 23 – 25.
5. The meeting link and other relevant updates for Phase 1 and 2 will be sent via the participants' respective emails.
6. Immediate dissemination of this Memorandum is earnestly desired.

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



RNEAP/JPA/nkm

For the Regional Director



FLORANTE E. VERGARA
School Division Superintendent
Officer In-Charge
Office of the Assistant Regional Director

Enclosure 1. List of Participants to the LEAD TO GROW Phase 1 and 2

Phase 1 (Online)

| Name | E - mail address | Contact Number |
|------|------------------|----------------|
| | | |
| | | |
| | | |
| | | |

Phase 2 (Limited-Face-to-Face)

| Name | E - mail address | Contact Number |
|------|------------------|----------------|
| | | |
| | | |
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Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION

Enclosure No. 2 Sample Training Contract

TRAINING CONTRACT

The Government of the Philippines through the **Department of Education - Cordillera Administrative Region** represented by **ESTELA L. CARIÑO EdD, CESO III**

Director IV / Regional Director

with principal office at **Wangal, La Trinidad, Benguet** herein referred to as the **GRANTOR;**

_____ of legal age, Filipino, single/married,
(Name of Grantee) presently residing at _____
(Address of Grantee)

hereinafter called the **GRANTEE**; and

_____ of legal age, Filipino, single/married,
(Name of Guarantor) presently residing at _____
(Address of Guarantor)

hereinafter called the **GUARANTOR**.

WITNESSETH:

That pursuant to the provision of E.O. 129 as amended and in consideration of the Grant and acceptance by the **GRANTEE** of a training award to undergo on official time a program entitled **LEAD TO GROW: Leadership Excellence, Development for Governance and Resilience on Thinking Outside The Box in the Workplace** from **October 25, 2021 to November 25, 2021 (13 - Day Training)** the **GRANTEE** hereby agrees to fulfill the following terms and conditions:

1. That the Grantee shall keep up with the standards of the training award;
2. That the Grantee shall actively participate and attend all classes throughout the duration of the training program.
3. That the Grantee shall conduct him/herself in a manner as not to bring disgrace or dishonor to him/herself and/or his/her country;
4. That should the Grantee fail to comply with the foregoing conditions through his/her fault or willful neglect, resignation, voluntary retirement of other causes within his/her control, he/she shall refund to his/her Office the amount defrayed by the Philippine Government.

IN WITNESS THEREOF, we have set our hands this _____ day of _____, _____ at _____.

Regional Director

Grantee

Guarantor

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) s.s

BEFORE ME, this _____ day of _____, _____ in the City of _____, Philippines, personally appeared _____ and _____, with Residence Certificates No. _____, issued on _____ at _____ respectively, known to me to be the same persons who executed the foregoing instrument and they acknowledged to me that the same is their free act and deed.

IN WITNESS WHEREOF, I have hereunto set my hand this _____, day of _____
_____.