



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

August 16, 2021

OFFICE MEMORANDUM

No. **000384** s. 2021

To: OIC-Assistant Regional Director
Regional Division Chiefs
All Others Concerned

**DESIGNATION AS REGIONAL NEAP RECOGNITION APPROVAL COMMITTEE (RAC) AND
RECOGNITION EVALUATION COMMITTEE (REC) MEMBERS**

1. This Office, through the Human Resource Development Division (HRDD) shall establish the Regional Office VIII NEAP Recognition Approval Committee (RAC) and Recognition Evaluation Committee (REC) in accordance with DepEd Order No. 1, s. 2020 titled "Guidelines for NEAP Recognition of Professional Development Program and Courses for Teachers and School Leaders."

2. The following DepEd RO VIII Personnel are hereby designated as members of the RAC and REC and shall perform the indicated responsibilities related to Professional Development Program Recognition:

A. Recognition Approval Committee (RAC) Members

BEBIANO I. SENTILLAS, OIC- Assistant Regional Director

HARVIE D. VILLAMOR, Chief Education Supervisor of HRDD

RITA R. DIMAKILING, Chief Education Supervisor of QAD

ISIDRO C. CATUBIG, Chief Education Supervisor of PPRD

ROSEMARIE M. GUINO, OIC- Chief Education Supervisor of CLMD

Responsibilities:

- Validate deliberated evaluation results stated in FORM R.3 before signing Recognition Approval Form
- Sign the following documents:
 - ✓ For the recognition approval (*FORM R.3 Recognition Endorsement, Recognition Approval Form and Recognition Certificate*)



- ✓ If not: approved (*FORM R.4 Recognition Recommendations-until on its 2nd resubmissions and Letter of Notice-Re-application*)

Secretariat

DINA S. SUPERABLE, Senior Education Program Specialist

MICHAEL C. PARADO, Education Program Specialist II

Responsibilities:

- Endorse all received recognition applications to the Secretariat
- Informs the Learning Service Providers (LSP) if there are documentary deficiencies after the Secretariat checked the recognition applications
- Send the signed soft copies of Recognition Certificate to the LSP
- Check the proposal's content and the completeness of the submitted documents
- Forward the proposal to the assigned Recognition Evaluation Committee Members (Content Experts and/or Program Specialist) for evaluation
- Inform the Communications Team Members if there are documentary deficiencies on the recognition applications/recommendation
- Request the assigned person to compute appropriate PD Credit Units of the proposal after receiving accomplished and signed FORM R.3 Recognition Endorsement from REC Lead
- Prepare and send to RAC Members for signature the following documents (FORM R.3 Recognition Endorsement, Recognition Approval Form, Recognition Certificate, Letter of Notice (if failed until on its second resubmissions))

B. Recognition Evaluation Committee (REC) Members

B1. REC Lead

ALEJANDRA B. LAGUMBAY, Education Program Supervisor of HRDD

Responsibilities:

- Accomplishes and sends to Secretariat the following:
 - ✓ FORM R.3 Recognition Endorsement (for approval)
 - ✓ FORM R.4 Recognition Recommendations (for resubmission and follow REC Recommendations)

B2. Program Design Specialists

GERARDO L. ADTOON, Education Program Supervisor of QAD

TEODORICO C. PELINO JR., Education Program Supervisor of PPRD

GERALDINE M. MAGALIMAN, Education Program Supervisor of FTAD

MAUREEN CHARISSE A. MALTOS, Education Program Specialist II of HRDD

Responsibilities:

- Evaluate the proposal using Form R.2 Recognition Evaluation Tool
- Attend deliberation meeting to come up with the final result as a team (triad)
- Evaluate the alignment to each other of the rationale, terminal, enabling objectives, chosen PD Priorities and indicators in the Professional Standards (Target Participants)
- Ensure mapping of the proposal with the PD Priorities to Professional Standards for teachers and school leaders
- Check individual attachment in the submitted learning resources

B3. Content Experts

DEAN RICK M. ENDRIANO, Education Program Supervisor-CLMD-English

RYAN R. TIU, Education Program Supervisor-CLMD-Science

SARAH S. CABALUNA, Education Program Supervisor-CLMD-Mathematics

DANDY G. ACUIN, Education Program Supervisor-CLMD-Filipino

NOVA P. JORGE, Education Program Supervisor-CLMD-MAPEH

AMENIA C. ASPA, Education Program Supervisor-CLMD-Values Education

JOY B. BIHAG, Education Program Supervisor-CLMD-TLE

ELIZABETH E. CABOBOY, Supervising Administrative Officer of AD

ROMAR C. DIANITO, Accountant I of FD

EMMANUEL P. FIRMO, Project Development Officer II of ESSD

Responsibilities:

- Evaluate the proposal using Form R.2 Recognition Evaluation Tool
- Attend deliberation meeting to come up with the final result as a team (triad)
- Evaluate course design carefully the alignment to each other of session objectives, methodology, assessment strategies, output in connection to the target indicators in the Professional Standards
- Assess appropriateness of the content with the identified needs of the target participants
- Ensure the quality of the submitted learning resources (see the sample Session Guides, Slide Decks, handouts, modules) based on its appropriateness and accuracy in support to the proposed professional development

3. For guidance and compliance.


MA. GEMMA MERCADO LEDESMA
Regional Director

HRDD-ABL

