



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

December 4, 2023

OFFICE MEMORANDUM
HRDD-2023- **729**

**UPDATES ON THE CONDUCT OF THE OPENING PROGRAM AND
DAILY MANAGEMENT OF LEARNING FOR PROFESSIONAL
DEVELOPMENT (PD) PROGRAM DELIVERY**

To: Director III
Functional Division Chiefs
All Others Concerned

1. With reference to DepEd Memorandum No. 044, series 2023, "Interim Guidelines for the Quality Assurance and Monitoring and Evaluation of the National Educators Academy of the Philippines Core Programs," this Office, through the Human Resource Development Division (HRDD), announces the updates on the conduct of the opening program and daily management of learning for PD program delivery.
2. These PD Program Delivery Quality Standards shall be followed:
 - a) short opening program which includes the National Anthem, ecumenical prayer, DepEd Quality Policy, welcome remarks, and introduction of the participants;
 - b) management of learning at the start of the program to prepare learners for the learning process. These include leveling of expectations, discussion of program objectives and matrix, and agreeing on session norms;
 - c) daily management of learning in the succeeding days which includes a nationalistic song, ecumenical prayer, attendance check, energizer, recap, and clearing session of the previous learning experience;
 - d) short closing program which includes the National Anthem, ecumenical prayer, insights, giving and acceptance of the challenge, way forward, and closing remarks; and
 - e) distribution of certificates of participation and recognition.
3. Immediate dissemination of and compliance with this Memorandum are desired.


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Enclosure: None

Reference: As stated

To be indicated in the Perpetual Index under the following subjects:

DAILY MANAGEMENT OF LEARNING
OPENING PROGRAM
SEQUENCE

HRDD-DSS



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