



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

July 29, 2025

REGIONAL MEMORANDUM

No. **896** s. 2025

**CONDUCT OF THE PROFESSIONAL DEVELOPMENT PROGRAM
"BUILDING TEACHER EXPERTISE: ENHANCING TEACHERS'
COMPETENCE IN CONTENT AND PEDAGOGY"**

To: Schools Division Superintendents
All Others Concerned

1. In reference to **Memorandum DM-OUHROD-2025-1708**, this Office, through the Human Resource Development Division (HRDD) and National Educators Academy of the Philippines – Region VIII (NEAP-RVIII), announces the conduct of the **PROFESSIONAL DEVELOPMENT PROGRAM "BUILDING TEACHER EXPERTISE: ENHANCING TEACHERS' COMPETENCE IN CONTENT AND PEDAGOGY"**. The schedule and locations for the professional development program series are outlined in the attached enclosures.
2. This program aims to enhance teachers' pedagogical content knowledge, subject-matter expertise, and instructional strategies to strengthen their teaching competencies across various learning areas and key stages.
3. The program is composed of five (5) days of in-person sessions complemented by forty (40) hours of asynchronous experiential professional learning. The participants will be given five (5) months to complete their Workplace Application Plans (WAPs).
4. The participants are reminded to bring their own laptops, chargers, extension cords, other sources of internet connectivity (e.g., mobile data, pocket wifi, etc.), and any necessary medication/s.
5. The participants are entitled to Vacation Service Credits (VSCs) in accordance with DepEd Order No. 013, s. 2024 "Revised Guidelines on the Grant of VSCs for Teachers" or Compensatory Time-Off pursuant to CSC-DBM Joint Circular No. 2, s. 2004 "Non-Monetary Remuneration for Overtime Services Rendered," whichever is applicable.
6. The school heads are reminded to implement necessary arrangements to ensure that participation in the program of concerned personnel will not cause class disruptions and hamper office operations.
7. The participants' board and lodging will be charged against **local funds** and the travel expenses of the regional PMT shall be charged against HRTD funds, subject to the usual accounting and auditing rules and regulations.
8. For inquiries, contact **Mr. Israel Gilvani D. Malaca, EPS II, NEAP R-8** through **neap.region8@deped.gov.ph**.



Address: Government Center, Candahug, Palo, Leyte
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Effectivity	04.03.2023	Page	1 of 15



9. Immediate dissemination of and strict compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO III
Regional Director 

Enclosures: As stated

References: As stated

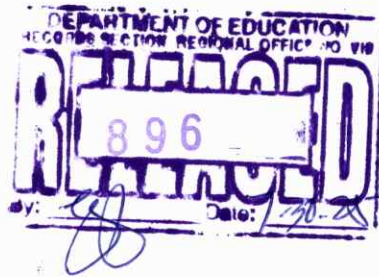
To be indicated in the Perpetual Index under the following subjects:

PARTICIPANTS

PROFESSIONAL DEVELOPMENT

TRAINING

HRDD-NEAPRVIII-IGDM



Enclosure No. 1 to Regional Memorandum No. 896 s. 2025

**Building Teacher Expertise: Enhancing Teacher's Competence in Content and
Pedagogy for Key Stage 2
(BATCH 1) August 4-8, 2025, Baguio Teachers Camp, Baguio City**

LEARNING AREA	NAME of PARTICIPANT	CURRENT POSITION	SDO	AGE	SEX (F/M)	DepEd E-mail Address	Contact Number
PHYSICAL SCIENCE	1. Iohannes Paoli B. Baldomar	MT II	SDO Eastern Samar	38	Male	iohannesp aoli.baldomar@deped.gov.ph	9956324912
	2. Ma. Natividad C. Costo	master Teacher II	SDO Samar	55	Female	manatividad.costo@deped.gov.ph	9606616941
	3. ROHEN T. CAPUYAN	T-II	SDO Ormoc	33	Male	Rohen.capuyan001@deped.gov.ph	09658056052
ENGLISH	1. Gerome Negad	Principal 1	SDO Leyte	36	Male	gerome.negad@deped.gov.ph	09273556299
	2. Melanie C. Bation	TIII	SDO Biliran	44	Female	melanie.bation003@deped.gov.ph	9752941627
	3. Rosalyn A. Sosing	Principal IV	SDO Northern Samar	46	Female	rosalyn.sosing@deped.gov.ph	9685798279
MAPEH	1. Faye De Lacerna Yaranon	TIII	SDO Baybay	44	Female	faye.yaranon@deped.gov.ph	9273514167
	2. Jennifer L. Balibalita	T1	SDO Tacloban	28	Female	jennifer.balibalita@deped.gov.ph	9511945691
	3. Allan Cipriano	T-II	SDO Catbalogan	28	Male	allan.cipriano@deped.gov.ph	09202728310
EPP / TLE	1. Maricel N. Borden	TIII	SDO Samar	44	Female	maricel.borden001@deped.gov.ph	9666481834
	2. Richie C. Blasabas	EPS	SDO Maasin	38	Male	richie.blasabas@deped.gov.ph	9611412783
	3. Maria Norieta D. Alpez	PSDS	SDO Borongan		Female	Marianorieta.alpez@deped.gov.ph	09455064789

RO-PMT

NAME	CURRENT POSITION	SDO	AGE	SEX (F/M)	DepEd E-mail Address	Contact Number
AMENIA C. ASPA	EDUCATION PROGRAM SUPERVISOR	REGIONAL OFFICE VIII	56	F	amenia.aspa001@deped.gov.ph	9171034156

Enclosure No. 2 to Regional Memorandum No. 1896 - 18 2025

**Building Teacher Expertise: Enhancing Teacher's Competence in Content and
Pedagogy for Key Stage 3
(BATCH 1) August 18-22, 2025, Baguio Teachers Camp, Baguio City**

LEARNING AREA	NAME of PARTICIPANT	CURRENT POSITION	SDO	AGE	SEX (F/M)	DepEd E-mail Address	Contact Number
PHYSICAL SCIENCE	1. Christie Anne D. Bihag	MT IV	SDO Leyte			christieanne.bihag@deped.gov.ph	0908 284 1582
ENGLISH	1. Elma O. Zantua	MT II	SDO Eastern Samar	60	F	elma.zantua001@deped.gov.ph	956521 3164
MATH	1. Christine Tasic-Delorino	Master Teacher III	SDO Northern Samar	44	Female	christine.delorino@deped.gov.ph	927643 8718
	2. Patricio P. Laurito Jr.	HT IV	SDO Biliran	51	Male	patricio.laurito@deped.gov.ph	917543 6131
	3. Lowel G. Cantoja	HT-I	SDO Ormoc	40	Male	Lowel.cantoja@deped.gov.ph	090656 05246
EPP / TLE	1. Maria Rotea A. Jabonero	MT-I	SDO Catbalogan	38	Female	mariarotea.jabonero@deped.gov.ph	927870 2144
	2. Sancha A. Lucenda	Master Teacher I	SDO Tacloban	52	Female	sancha.lucenda@deped.gov.ph	920414 9990
	3. Diosita N. Camilotes	Teacher III	SDO Baybay	33	Female	diosita.nacamilotes@deped.gov.ph	967746 6031
GMRC / VALUES EDUCATION	1. Carlo Francis O. Daguman	Master Teacher II	SDO Samar	37	Male	daguman.carlofranciss@deped.gov.ph	930092 9829
	2. Melchy O. Orito	EPS	SDO Maasin	49	Female	Melchy.orito001@deped.gov.ph	099233 05909

RO-PMT

NAME	CURRENT POSITION	SDO	AGE	SEX (F/M)	DepEd E-mail Address	Contact Number
Bernaldo A. Basiano	EDUCATION PROGRAM SUPERVISOR	SDO Tacloban	44	M	bernaldo.basiano@deped.gov.ph	09275270357

Enclosure No. 3 to Regional Memorandum No. 896 s. 2025

**Building Teacher Expertise: Enhancing Teacher's Competence in Content and Pedagogy for Key Stage 3
(BATCH 1) August 18-22, 2025, Baguio Teachers Camp, Baguio City**

LEARNING AREA	NAME of PARTICIPANT	CURRENT POSITION	SDO	AGE	SEX (F/M)	DepEd E-mail Address	Contact Number
EARLY CHILDHOOD EDUCATION	1. Bernie P. Chinel	Teacher I	SDO Eastern Samar	33	M	bernie.chinel@deped.gov.ph	9815525185
	2. CELSO E. PADECIO	Teacher III	SDO Maasin	40	M	celso.padecio@deped.gov.ph	9979263177
	3. LUCILLE C. COZO	T III	SDO Biliran	37	F	Lucille.cozo@deped.gov.ph	0935-053-8845

Enclosure No. 4 to Regional Memorandum No. 8-6 s. 2025

Building Teacher Expertise: Enhancing Teacher's Competence in Content and Pedagogy (BATCH 2)

Key Stage 2- Physical Science

SEPTEMBER 1-5, 2025, Baguio Teachers Camp, Baguio City

KEY STAGE/ LEARNING AREA	NAME of PARTICIPANT	CURRENT POSITION	SDO	AGE	SEX (F/M)	DepEd E-mail Address	Contact Number
KEY STAGE 2 - PHYSICAL SCIENCE	1. Bernie P. Chinel	Teacher I	SDO Eastern Samar	33	M	bernie.chinel@deped.gov.ph	9815525185
	2. ELAINE V. FERNANDEZ	Master Teacher II	SDO Maasin	40	M	elaine.fernandez001@deped.gov.ph	09705996194
	3. Vera Leonora B. Balasanos	MT II	SDO Leyte	46	F	veraleonora.balasanos@deped.gov.ph	09277569412
	4. Romar T. Cabuello	Teacher III	SDO Samar	30	M	romar.cabuello@deped.gov.ph	09953066878
	5. Mary Vale Cagang	T-III	SDO Ormoc	32	F	Maryvale.peres@deped.gov.ph	09284489953
	6. Lucell C. Jampas	MT II	SDO Biliran	43	F	Lucell.jampas001@deped.gov.ph	09165734852
	7. Joy B. Saldana	EPS	SDO Calbayog		M	Joy.saldana1@deped.gov.ph	09177955097
	8. Gennie S. Lacanaria	MT 2	SDO Tacloban	53	F	Gennie.lacanaria@deped.gov.ph	09778110470

RO-PMT

NAME	CURRENT POSITION	SDO	AGE	SEX (F/M)	DepEd E-mail Address	Contact Number
RYAN R. TIU	EDUCATION PROGRAM SUPERVISOR	REGIONAL OFFICE VIII	42	M	ryan.tiu@deped.gov.ph	9298833771

Enclosure No. 5 to Regional Memorandum No. 1836 - s. 2025

Building Teacher Expertise: Enhancing Teacher's Competence in Content and Pedagogy

KEY STAGE 3-ENGLISH and KEY STAGE 2 -MAPEH (BATCH 2)
SEPTEMBER 22-26, 2025, Baguio Teachers Camp, Baguio City

LEARNING AREA	NAME of PARTICIPANT	CURRENT POSITION	SDO	AGE	SEX (F/M)	DepEd E-mail Address	Contact Number
KEY STAGE 3 - ENGLISH	1. AGNES C. GACELOS	Master Teacher I	SDO Samar	40	Female	agnesgacelos@deped.gov.ph	9171240095
	2. Fay Ann Q. Godoy	T-III	SDO Baybay	42	F	fayann.godoy@deped.gov.ph	9926267504
	3. Mary Ann T. Garado	MT I	SDO Eastern Samar		F		
	4. Adrinor Niña D. Mancera	MT I	SDO Maasin City	34	F	Adrinornina.mancera@deped.gov.ph	09173129052
	5. Maria Celeste L. Vincoy	P 1	SDO Leyte	35	F	mariaceleste.vincoy@deped.gov.ph	09056023282
	6. Erwin L. Purcia	EPS	SDO Calbayog	35	M	erwin.purcia@deped.gov.ph	09088810747
KEY STAGE 2 - MAPEH	1. Fay Ann Q. Godoy	T-III	SDO Baybay	42	F	fayann.godoy@deped.gov.ph	9926267504
	2. Constantino L. Cañedo	T-III	SDO Ormoc	29	M	Constantino.canedo@deped.gov.ph	092777713816
	3. NOEL C. NICART	P-I	SDO Leyte	53	M	noel.nicart001@deped.gov.ph	09051014238
	4. GREGORIO CAINTO		SDO Eastern Samar		M		

RO-PMT

NAME	CURRENT POSITION	SDO	AGE	SEX (F/M)	DepEd E-mail Address	Contact Number
NOVA P. JORGE	EDUCATION PROGRAM SUPERVISOR	REGIONAL OFFICE VIII	52	F	nova.jorge@deped.gov.ph	9171440573

Enclosure No. 6 to Regional Memorandum No. s. 2025

**Building Teacher Expertise: Enhancing Teacher's Competence in
Content and Pedagogy FOR KEY STAGE 3 -VALUES EDUCATION (BATCH 2)
SEPTEMBER 29 – OCTOBER 3, 2025, Baguio Teachers Camp, Baguio City**

KEY STAGE/ LEARNING AREA	NAME of PARTICIPANT	CURRENT POSITION	SDO	AGE	SE X (F/ M)	DepEd E- mail Address	Contact Number
KEY STAGE 3 – VALUES EDUCATI ON	1. Virgilio R. Bacaycay, Jr.	Master Teacher I	SDO Samar	31	Ma le	virgilio.bac aycay001@ deped.gov. ph	96066171 81
	2. Jomar L. Caube	Teacher III	SDO Maasin City	29	M	Jomar.cau be@deped. gov.ph	09566533 443
	3. Desiree M. Noveda	P2	SDO Leyte	51	F	desiree.mo labola001 @deped.go v.ph	09606636 458
	4. Joey L. Escorido	MT-I	SDO Calbayog	37	M	joey.escori do@deped. gov.ph	09606563 151
	5. Nelson R. Bello	EPS	SDO Calbayog	39	M	nelson.bell o@deped.g ov.ph	09761749 013
	6. Emma A. Eval	HT 3	SDO Tacloban	48	F	Emma.eva al001@dep ed.gov.ph	09456048 477
	7. Wovilla F. Laurente	MT-I	SDO Ormoc	50	F	Wovilla.lau rente@dep ed.gov.ph	09182660 896
	8. JACKIE LOU B. CANDELARIO- ARIAS	Teacher II	SDO Eastern Samar	39	F	Jackielou. arias@dep ed.gov.ph	09606564 070

RO-PMT

NAME	CURRENT POSITION	SDO	AG E	SEX (F/M)	DepEd E-mail Address	Contact Number
ROWEN A D. ABAN	EDUCATIO N PROGRAM SUPERVISO R	SDO CATBALOGA N	54	F	rowena.aban001@deped.gov .ph	917102222 4

Enclosure No. 7 to Regional Memorandum No. 116 11 11 S, 2025

Building Teacher Expertise: Enhancing Teacher's Competence in Content and Pedagogy

KEY STAGE 2-EPP/TLE and KEY STAGE 3-MATHEMATICS (BATCH 2)
OCTOBER 13-17, 2025, Baguio Teachers Camp, Baguio City

LEARNING AREA	NAME of PARTICIPANT	CURRENT POSITION	SDO	AGE	SEX (F/M)	DepEd E-mail Address	Contact Number
KEY STAGE 2 – EPP	1. Bernadeth Fernandez	Master Teacher 1	Baybay City	35	Female	bernadeth.fernandez@deped.gov.ph	9919678911
	2. Julan M. Daguil	Principal 2	SDO Leyte		M	julan.daguil001@deped.gov.ph	9070524647
	3. Mary Rose B. Bacarra	MT I	SDO Samar		F	Maryrose.bacarra@deped.gov.ph	09264174902
	4. Annie Vir D. Tario	MT-II	SDO Ormoc	42	F	annievir.tario@deped.gov.ph	09478970821
	5. Jenelind J. Manus	MT-I	SDO Tacloban	44	F	jenelind.manus001@deped.gov.ph	09171176183
KEY STAGE 3 - MATH	1. Ruby Q. Remaldora	Master Teacher I	Baybay City	45	Female	ruby.remaldora@deped.gov.ph	9499099624
	2. Leoncio Pablo Cecogo	Teacher III	SDO EASTERN SAMAR		Male	leonciopablo.cecogo@deped.gov.ph	9454001364
	3. Junaz S. Emboy	Head Teacher I	SDO Maasin City	34	Male	junaz.emboy@deped.gov.ph	9466623724
	4. JOSEPH R. OLEGARIO	Teacher III	SDO Samar	35	Male	josepholegario@deped.gov.ph	9684566837
	5. Milagros M. Macasusi	P2	SDO Leyte		F	milagros.macasusi001@deped.gov.ph	09171554242

RO-PMT

NAME	CURRENT POSITION	SDO	AGE	SEX (F/M)	DepEd E-mail Address	Contact Number
GLENDAL E LAMISERIA	EDUCATION PROGRAM SUPERVISOR	REGIONAL OFFICE VIII	51	F	glendale.lamiseria@deped.gov.ph	9985797617

Enclosure No. 8 to Regional Memorandum No. 8 s. 2025

Building Teacher Expertise: Enhancing Teacher's Competence in Content and Pedagogy

KEY STAGE 2-ENGLISH and KEY STAGE 3-PHYSICAL SCIENCE (BATCH 2)
NOVEMBER 3-7, 2025, Baguio Teachers Camp, Baguio City

LEARNING AREA	NAME of PARTICIPANT	CURRENT POSITION	SDO	AGE	SEX (F/M)	DepEd E-mail Address	Contact Number
KEY STAGE 2 – ENGLISH	1. CHRISTYL B. CUBELO	Master Teacher I	SDO Samar	40	Female	christylcube@dped.gov.ph	9606615910
	2. Mary Ann A. Paloma	Teacher III	SDO Maasin City	31	F	maryann.asis01@dped.gov.ph	09950358038
	3. Jayson B. Closa	Principal 4	SDO Leyte		M	Jayson.closa001@dped.gov.ph	09282773916
	4. Lido C. Manicane	MT-II	SDO Calbayog	35	M	lido.manicane1@dped.gov.ph	09606562543
	5. Alma Mendoza	MT 1	SDO Tacloban	56	F	Alma.mendoza004@dped.gov.ph	09975180607
KEY STAGE 3 – PHYSICAL SCIENCE	1. Eureka Trisha A. Balagbis	Teacher I	SDO Eastern Samar	25	Female	eurekatris.ha.balagbis@dped.gov.ph	9685690936
	2. Myra E. Cardona	Master Teacher II	SDO Maasin City			myra.cardona@dped.gov.ph	
	3. ARLENE C. BAGUNAS	Teacher III	SDO SAMAR	38	Female	arlene.bagunas001@dped.gov.ph	9178942598
	4. Irhyn V. Reyes	MT 4	SDO LEYTE	44	Female	Irhyn.reyes001@dped.gov.ph	09474889577
	5. Carina D. Desor	T1	SDO Ormoc	38	F	Carina.desor21@gmail.com	09606573605

RO-PMT

NAME	CURRENT POSITION	SDO	AGE	SEX (F/M)	DepEd E-mail Address	Contact Number
Artigo Salvador	Education Program Supervisor	SDO Southern Leyte				

Enclosure No. 9 to Regional Memorandum No. 326 - s. 2025

Building Teacher Expertise: Enhancing Teacher's Competence in Content and Pedagogy
KEY STAGE 2- GMRC/VALUES EDUCATION AND KEY STAGE 3- TLE (BATCH 2)
NOVEMBER 17-21, 2025, Baguio Teachers Camp, Baguio City

LEARNING AREA	NAME of PARTICIPANT	CURRENT POSITION	SDO	AGE	SEX (F/M)	DepEd E-mail Address	Contact Number
KEY STAGE 2 - GMRC	1. Reymarc Jonvil F. Dacallos	Master Teacher I	SDO Samar	35	M	reymarcjonvil.dacallos002@deped.gov.ph	9684583579
	2. Aileen B. Relevo	P3	SDO Leyte	54	F	Aileen.relevo001@deped.gov.ph	09493062157
	3. MA. ABEGAIL B. MACASIL	TEACHER III	SDO Eastern Samar	31	F	Maabegail.macasil@deped.gov.ph	
	4. Weirna F. Dapuran	T-III	SDO Ormoc	48	M	Weirna.dapuran001@deped.gov.ph	0992374008
	5. BLANCHIE B. VALERIANO	T-I	SDO Tacloban	34	F	blanchie.baino@deped.gov.ph	09159689861
KEY STAGE 3 - TLE	1. Leonimae P. Ampong	TIII	SDO EASTERN SAMAR	30	F	maleonimae.ampong@deped.gov.ph	9753851214
	2. Iris Mae S. Tomon	Master Teacher II	SDO MAASIN CITY		F	irismae.tomon@deped.gov.ph	
	3. Paul Brian B. Singcol	Master Teacher I	SDO Leyte		M		
	4. Maricon Elardo		SDO Tacloban	40		Maricon.elardo001@deped.gov.ph	09397020045
	5. Arnold M. Jaraba	EPS	SDO Calbayog	55	M	arnold.jaraba@deped.gov.ph	09176212770

RO-PMT

DEPARTMENT OF EDUCATION REGION VIII - EASTERN VISAYAS

NAME	CURRENT POSITION	SDO	AGE	SEX (F/M)	DepEd E-mail Address	Contact Number
ERNANI S. FERNANDEZ JR.	EDUCATIONAL PROGRAM SUPERVISOR	REGIONAL OFFICE VIII	48	M	ernani.fernandez001@deped.gov.ph	9542611222

Enclosure No. 10 to Regional Memorandum No. 18 s. 2025

Building Teacher Expertise: Enhancing Teacher's Competence in Content and Pedagogy

EARLY CHILDHOOD EDUCATION (BATCH 2)
NOVEMBER 24-28, 2025, Baguio Teachers Camp, Baguio City

KEY STAGE/ LEARNING AREA	NAME of PARTICIPANT	CURRENT POSITION	SDO	AGE	SEX (F/M)	DepEd E-mail Address	Contact Number
EARLY CHILDHOOD EDUCATION	1. Manilyn A. Cabanag	Master Teacher-I	SDO Catbalogan	37	F		9606674580
	2. Ma. Idohna R. Gallamaso	Teacher 3	SDO Catbalogan	34	F		
	3. ERIKA MAE C. CABEZAS	Master Teacher I	SDO Samar	35	F	erikamae.cabezas@deped.gov.ph	9295960191
	4. Vilma I. Villas	HT 1	SDO Leyte	52	F	vilma.villas@deped.gov.ph	09171123520
	5. Althea Maria C. Dobl as	MT 1	SDO Leyte	52	F	althea.doblas@deped.gov.ph	09773644961
	6. Jenny C. Samares	Master Teacher I	SDO Maasin	37	F	jenny.samares@deped.gov.ph	09606533187
	7. Lourdes L. Matan	EPS	SDO Calbayog	50	F	lourdes.matan@deped.gov.ph	09665410322
	8. Ariel S. Balagbis		SDO Eastern Samar			Ariel.balagbis@deped.gov.ph	09692046989
	9. Adelfa R. Balderian	MT-II	SDO Ormoc	46	F	adelfa.balderian001@deped.gov.ph	09638320915
	10. Jovilyn A. Macawile		SDO Tacloban	47	F	Jovilyn.macawile@deped.gov.ph	09606617638

RO-PMT

DEPARTMENT OF EDUCATION REGION VIII - EASTERN VISAYAS

NAME	CURRENT POSITION	SDO	AGE	SEX (F/M)	DepEd E-mail Address	Contact Number
DEAN RICHARD M. ENDRIANO	EDUCATION PROGRAM SUPERVISOR	REGIONAL OFFICE VIII	47	M	dean.endriano@deped.gov.ph	9274183061

Enclosure No. 11 to Regional Memorandum No. 1890 - - s. 2025

Terms of Reference for the RO-PMT

Terms of Reference

Program Management Team members assigned to session rooms are expected to carry out the following tasks to ensure the **smooth, effective, and learner-centered implementation** of the program:

1. **Assist the Central Office - Program Management Team (NEAP-PMT)** in supervising the overall implementation of the program within the assigned session room, ensuring a constructive and engaging learning environment.
2. **Coordinate with resource persons and/or learning area experts** to ensure that the program is delivered in alignment with the approved instructional design and session objectives.
3. **Establish a conducive learning atmosphere** by initiating unfreezing activities, aligning participant expectations, and setting learning norms at the start of the program.
4. **Monitor and respond to emerging learning needs and challenges** within the session room, referring complex issues to the Program Lead as necessary for resolution or escalation.
5. **Facilitate the execution of scheduled learning activities** and provide logistical and instructional support for any required adjustments.
6. **Ensure the proper administration of both pre-test and post-test assessments**, in accordance with the program’s assessment protocols.
7. **Document the learning sessions accurately**, including key discussions, activities, insights, and participant engagement. Capture relevant photographs to support program documentation and reporting.
8. **Assist in the distribution of learning materials and necessary supplies**, ensuring participants have access to required resources throughout the training.
9. **Ensure the completion and submission of daily attendance sheets and daily evaluation forms** by participants to designated NEAP personnel.

Enclosure No. 12 to Regional Memorandum No. _____ s. 2025

Indicative Program of Activities, Meal Provision and Accommodation Details



Address: Government Center, Candahug, Palo, Leyte
 Telephone No.: (053) 832-5738
 Email Address: region8@deped.gov.ph
 Website: region8.deped.gov.ph

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A. INDICATIVE PROGRAM OF ACTIVITIES:

Time	Day 1	Day 2	Day 3	Day 4	Day 5
8:00-8:30 AM	Registration		Preliminaries / Management of Learning (MOL)		
8:30-9:00 AM	Opening Program -Nationalistic Song -Prayer -Messages from Executive Committee -General Guidelines and Procedures of the training. -Pre-Test	Training Proper Break - Out Sessions (per Learning Area)	Training Proper Break - Out Sessions (per Learning Area)	Training Proper Break - Out Sessions (per Learning Area)	Training Proper Break - Out Sessions(per Learning Area)
9:00-10:00 AM	Training Proper Break - Out Sessions (per Learning Area) -Discussion -Workshop -Session Activities -Completion of Session Outputs	Training Proper Break - Out Sessions (per Learning Area)	Training Proper Break - Out Sessions (per Learning Area)	Training Proper Break -Out Sessions (per Learning Area)	Training Proper Break - Out Sessions (per Learning Area)
10:00-10:30 AM	HEALTH BREAK				
10:30 AM-12:00 Noon	Training Proper Break - Out Sessions (per Learning Area)	Training Proper Break - Out Sessions (per Learning Area)	Training Proper Break - Out Sessions (per Learning Area)	Training Proper Break - Out Sessions (per Learning Area)	Training Proper Break - Out Sessions (per Learning Area)
12:00 NN-1:00 PM	LUNCH BREAK				
1:00-1:15 PM	MANAGEMENT OF LEARNING				
1:15-3:00 PM	Training Proper Break - Out Sessions (per Learning Area)	Training Proper Break - Out Sessions (per Learning Area)	Training Proper Break - Out Sessions (per Learning Area)	Training Proper Break - Out Sessions (per Learning Area)	Training Proper Break - Out Sessions (per Learning Area)
3:00-3:15 PM	HEALTH BREAK				
3:15-4:30 PM	Training Proper Break - Out Sessions (per Learning Area)	Training Proper Break - Out Sessions (per Learning Area)	Training Proper Break - Out Sessions (per Learning Area)	Training Proper Break - Out Sessions (per Learning Area)	Post-Test Closing Program
4:30-5:00 PM	END OF THE DAY EVALUATION / PMT DEBRIEFING				

B. MEAL PROVISION:

Meals	DAY 0 (Sunday)	DAY 1 (Monday)	DAY 2 (Tuesday)	DAY 3 (Wednesday)	DAY 4 (Thursday)	DAY 5 (Friday)
Breakfast			✓	✓	✓	✓
AM Snack			✓	✓	✓	✓
Lunch			✓	✓	✓	✓
PM Snack			✓	✓	✓	✓
Dinner	✓		✓	✓	✓	

C. ACCOMMODATION DETAILS:

The participants are required to check in on the afternoon of Day 0 and check out on the afternoon of Day 5.



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DEPARTMENT OF EDUCATION
RECEIVED
RECORDS SECTION REGIONAL OFFICE NO. VIII

DATE: 7-1-25

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

TRACKING #: 6295 TIME: 1:48

SIGNATURE: *[Signature]*

MEMORANDUM
DM-OUHROD-2025-1708

OFFICE OF THE DIRECTOR III

Date and Time Received: 7/1/25 2:06

Signature: *[Signature]*

TO : Regional Directors
Schools Division Superintendents
HRDD Chiefs / NEAP R Focal Persons
CLMD Chiefs
All Others Concerned

FROM : *[Signature]*
WILFREDO E. CABRAL
Undersecretary
Human Resource and Organizational Development

[Signature]
CARMELA C. ORACION
Assistant Secretary
Human Resource and Organizational Development
(National Educators Academy of the Philippines)

SUBJECT : **CONDUCT OF THE PROFESSIONAL DEVELOPMENT PROGRAM
"BUILDING TEACHER EXPERTISE: ENHANCING TEACHERS'
COMPETENCE IN CONTENT AND PEDAGOGY"**

DATE : 26 June 2025

- The National Educators Academy of the Philippines (NEAP) will conduct the professional development program **"Building Teacher Expertise: Enhancing Teachers' Competence in Content and Pedagogy"** across learning areas and key stages (KS), with the following schedule and details:

Activity	Date & Venue	Target Participants per Learning Area per RO	Registration Link
Batch 1			
Mentoring the Mentors on "Building Teacher Expertise: Enhancing Teachers' Competence in Content and Pedagogy for Key Stage 2	04-08 August 2025 Venue: NEAP Baguio City	- Physical Science: 3 - English: 3 - MAPEH: 3 - EPP: 3 - GMRC: 3	https://tinyurl.com/B1-NEAP-BTE Deadline: 25 July 2025
Mentoring the Mentors on "Building Teacher Expertise: Enhancing Teachers' Competence in Content and Pedagogy for Key Stage 3	18-22 August 2025 Venue: NEAP Baguio City	- Physical Science: 3 - English: 3 - Mathematics: 3 - TLE: 3 - Values Education: 3	
Building Teacher Expertise: Enhancing Early Childhood Education Teachers' Competence in Content and Pedagogy	20-24 October 2025 Venue: NEAP Marikina City	- Early Childhood Education: 3	JUL 01 2025



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549
Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	DM-OUHROD	Rev	00
Effectivity	03.23.23	Page	1 of 3



Batch 2			
Building Teacher Expertise: Enhancing Early Childhood Education Teachers' Competence in Content and Pedagogy	01-05 September 2025 Venue: NEAP Baguio	- Physical Science (KS 2): 15	https://tinyurl.com/B2-NEAP-BTE Deadline: 22 August 2025
	22-26 September 2025 Venue: TBA	- English (KS 3): 9 - MAPEH (KS 2): 9	
	29 September – 03 October 2025 Venue: TBA	- Values Ed (KS 3): 15	
	13-17 October 2025 Venue: TBA	- EPP (KS 2): 9 - Mathematics (KS 3): 9	
	03-07 November 2025 Venue: TBA	- English (KS 2): 9 - Physical Science (KS 3): 9	
	17-21 November 2025 Venue: TBA	- GMRC (KS 2): 9 - TLE (KS 3): 9	
	24-28 November 2025 Venue: TBA	- Early Childhood Education: 15	
<i>Note: Exact venues and other relevant details of the activities will be disseminated through a separate memorandum/ advisory.</i>			

2. This program aims to enhance teachers' pedagogical content knowledge, subject-matter expertise, and instructional strategies to strengthen their teaching competencies across various learning areas and key stages.
3. The program is composed of five (5) days of in-person sessions complemented by forty (40) hours of asynchronous experiential professional learning. The participants will be given five (5) months to complete their Workplace Application Plans (WAPs).
4. In this regard, **the Regional Offices (ROs), through the HRDD Chiefs/NEAP R Focal Persons, in coordination with concerned Schools Division Offices (SDOs), are requested to endorse participants** based on the allocated slots per learning area provided above, **selected according to the qualification standards prescribed in the Guidelines in the Selection of Participants (Enclosure 1).**

Furthermore, **each RO is requested to endorse relevant regional personnel to serve as a member of the Program Management Team (PMT)**, based on the allotted number of PMT members per region indicated in the **PMT Composition and Terms of Reference (Enclosure 2).**

The selected participants and RO PMT Members must be endorsed to the NEAP Central Office using the prescribed template (editable file accessible via the link <https://tinyurl.com/Template-for-Endorsement-Form>) through the Microsoft Forms link <https://forms.office.com/r/cmUG7Ly5Qss> on or before **25 July 2025.**

5. Enclosed are the following documents, for reference:
 - a. **Enclosure 1** *Guidelines in the Selection of Participants*
 - b. **Enclosure 2** *PMT Composition and Terms of Reference*
 - c. **Enclosure 3** *National Technical Working Group Members*
 - d. **Enclosure 4** *Indicative Program of Activities and Meal Provision and Accommodation Guide*
6. In preparation for the said activities, an **Online Orientation Meeting** will be conducted with the HRDD Chiefs (or their designated representatives) on **23 July 2025, 1:30 – 3:30 p.m.** via Microsoft Teams (Meeting Link: <https://tinyurl.com/NEAPxHRDDCoorMtqReBTE>).

7. The participants are reminded to bring their own laptops, chargers, extension cords, other sources of internet connectivity (e.g., mobile data, pocket wifi, etc.), and any necessary medication/s.
8. The participants are entitled to *Vacation Service Credits (VSCs)* in accordance with DepEd Order No. 013, s. 2024 "*Revised Guidelines on the Grant of VSCs for Teachers*" or *Compensatory Time-Off* pursuant to CSC-DBM Joint Circular No. 2, s. 2004 "*Non-Monetary Remuneration for Overtime Services Rendered*," whichever is applicable.
9. The school heads are reminded to implement necessary arrangements to ensure that participation in the program of concerned personnel will not cause class disruptions and hamper office operations.
10. The participants' board and lodging will be charged against NEAP Human Resource Development (HRD) Fund while transportation, per diem, and other incidental expenses will be charged to RO/SDO/school/local funds, subject to the usual accounting and auditing rules and regulations.
11. Should you have questions and concerns, please coordinate with **Ms. Joy Magalona**, Senior Education Program Specialists, NEAP Professional Development Division, through email neap.pdd@deped.gov.ph / joy.magalona001@deped.gov.ph or landline (02) 8715-9919.
12. For immediate dissemination and appropriate action.

Copy furnished:
OFFICE OF THE SECRETARY
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

[NEAP - PDD / J.S. Magalona]



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
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Doc. Ref. Code	DM-OUHROD	Rev	00
Effectivity	03.23.23	Page	3 of 3



Certificate No. PDP 0881
21 02 7082



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Enclosure 1: Guidelines in the Selection of Participants for the Training

To ensure the overall success of the program and uphold the quality and integrity of its implementation, NEAP strongly encourages the conduct of a rigorous evaluation process at all levels of governance. This is to guarantee that only the most qualified individuals are selected and endorsed to the official pool of trainers.

All nominated participants must meet the following **Qualification Standards (QS)**:

1.	Must be currently holding any of the following positions: Master Teacher, Head Teacher, School Principal, Assistant School Principal, Public Schools District Supervisor and Education Program Supervisor with at least Master's degree and/or Doctorate Degree in a specialization relevant to the identified Learning Areas
2.	Must have at least a Very Satisfactory (VS) performance rating for the last rating period
3.	Must NOT be currently serving or have previously served as a trainer in any ongoing NEAP or DepEd recognized Professional Development Programs.
4.	Must possess good facilitation skills to effectively and engagingly deliver professional development programs.

The participants are expected to attend the **entire duration of the in-person training and complete all required tasks** for the asynchronous component of the program.

Please be reminded that **tardiness, absences, or failure to fulfill assigned tasks** may result in **non-completion of the program** and **disqualification from receiving certification**.



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Enclosure 2: Program Management Team Composition and Terms of Reference

A. NEAP – Central Office (PMT)

NO.	NAME	OFFICE / UNIT	POSITION/ DESIGNATION
1	Marife T. Morcilla	NEAP - PDD	Project Development Officer V
2	Alexander Simagala	NEAP - PDD	Project Development Officer IV
3	Joy S. Magalona	NEAP - PDD	Senior Education Program Specialist
4	Jhoanna C. Javier	NEAP - PDD	Senior Education Program Specialist
5	Lourdes Arguelles	NEAP - PDD	Education Program Specialist II
6	Loverly O. Seda	NEAP - PDD	Technical Assistant II
7	Cielmer A. Bolante	NEAP - PDD	Technical Assistant II
8	Adison Lozano	NEAP - PDD	Technical Assistant II

B. Regional / Division PMT Member

All ROs are advised to identify the number of PMT members as indicated in the table below. Identified PMT members are likewise requested to register through the link provided in the memorandum.

Activity	Date and Venue*	Learning Area	RO-PMT Member per Region
Batch 1			
1. Mentoring the Mentors on Building Teacher Expertise: Enhancing Teacher's Competence in Content and Pedagogy for Key Stage 2	August 4-8, 2025 <i>Venue: NEAP Baguio City</i>	A. Physical Science	1
		B. English	
		C. MAPEH	
		D. EPP	
		E. GRMC	
2. Mentoring the Mentors on Building Teacher Expertise: Enhancing Teacher's Competence in Content and Pedagogy for Key Stage 3	August 18-22, 2025, <i>Venue: NEAP Baguio City</i>	A. Physical Science	1
		B. English	
		C. Mathematics	
		D. TLE	
		E. Values Education	



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3. Building Teacher Expertise: Enhancing Early Childhood Education Teachers' Competence in Content and Pedagogy	October 20-24, 2025, Venue: NEAP Marikina City	Early Childhood Education	None
Batch 2			
Building Teacher Expertise: Enhancing Early Childhood Education Teachers' Competence in Content and Pedagogy	September 1-5, 2025 Venue: NEAP Baguio City	A. Physical Science (KS 2)	1
	September 22-26, 2025, VENUE: TBA	B. English (KS 3)	1
		C. MAPEH (KS 2)	
	September 29 – October 3, 2025, VENUE: TBA	D. Values Education (KS 3)	1
	October 13-17, 2025, VENUE: TBA	E. EPP (KS 2)	1
		F. Mathematics (KS 3)	
	November 3-7, 2025, VENUE: TBA	G. English (KS 2)	1
		H. Physical Science (KS 3)	
November 17-21, 2025, VENUE: TBA	I. GRMC (KS 2)	1	
	J. TLE (KS 3)		
November 24-28, 2025, VENUE: TBA	K. Early Childhood Education	1	
<i>Note: Exact venues for the majority of Batch 2 activities shall be disseminated through a separate advisory.</i>			

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Terms of Reference

Program Management Team members assigned to session rooms are expected to carry out the following tasks to ensure the **smooth, effective, and learner-centered implementation** of the program:

1. **Assist the Central Office - Program Management Team (NEAP-PMT)** in supervising the overall implementation of the program within the assigned session room, ensuring a constructive and engaging learning environment.
2. **Coordinate with resource persons and/or learning area experts** to ensure that the program is delivered in alignment with the approved instructional design and session objectives.
3. **Establish a conducive learning atmosphere** by initiating unfreezing activities, aligning participant expectations, and setting learning norms at the start of the program.
4. **Monitor and respond to emerging learning needs and challenges** within the session room, referring complex issues to the Program Lead as necessary for resolution or escalation.
5. **Facilitate the execution of scheduled learning activities** and provide logistical and instructional support for any required adjustments.
6. **Ensure the proper administration of both pre-test and post-test assessments**, in accordance with the program's assessment protocols.
7. **Document the learning sessions accurately**, including key discussions, activities, insights, and participant engagement. Capture relevant photographs to support program documentation and reporting.
8. **Assist in the distribution of learning materials and necessary supplies**, ensuring participants have access to required resources throughout the training.
9. **Ensure the completion and submission of daily attendance sheets and daily evaluation forms** by participants to designated NEAP personnel.

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Enclosure 3 – Members of the National Technical Working Group

A. LEARNING AREA EXPERTS / WRITERS

LEARNING AREA	NAME	AFFILIATION
ARALING PANLIPUNAN	Andie P. Padernilla	DepEd Region VI
	Jerry P. Ramirez	DepEd Region V
	Omar Hussein	DepEd Region X
	Arthur S. Abulencia	PNU- Manila
	Ma. Victoria Culminas-Colis	PNU- Manila
	Marivic M. Pimentel	PNU- Manila
	Portia R. Soriano	PNU- Manila
	Rommel E. Bachoco	PNU- Visayas
Victor P. Estrella	PNU- Manila	
EARLY CHILDHOOD EDUCATION	Michael M. Uy	DepEd Region V
	Josephine M. Calamlam	PNU- Manila
	Joyce L. Bautista	PNU- Manila
	Katrina Guila A. Peñafiel	PNU- Manila
	Marcia Nina Capule-Salvador	PNU- Manila
ENGLISH	Angelina A. Peralta	DepEd Region I
	Gaile Malibiran	DepEd Region IV-A
	Lanie M. Salazar	DepEd Region IV-A
	Ma. Concepcion Y. Raymundo	PNU- Manila
	Marla C. Papango	PNU- Manila
	Sammy Q. Dolba	PNU- Manila
FILIPINO	Joshua Oyon-Oyon	DepEd Region V
	Richard P. Moral Jr.	DepEd Region XII
	Cristina D. Macascas	PNU- Manila
	Joel C. Malabanan	PNU- Manila
	Mercy B. Abuloc	PNU- Mindanao
GMRC / VALUES EDUCATION	Marilou A. Federi	DepEd Region IV-B
	Nimfa Medriano	DepEd Region I
	Carl O. Dellomos	PNU - Manila
	Marie Chiela C. Malcampo	PNU - Manila
	Maryfe M. Roxas	PNU -Manila
MAPEH	Kristine Cinco	DepEd Region IV-A
	Maila E. Avellaneda	DepEd NCR
	Maria Ayrin B. Adriano	DepEd Region V



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	Irma L. Escobia	PNU - Manila
	Rosanna A. Diana	PNU - Manila
MATHEMATICS	Juan P. Catalan	DepEd Region II
	Noli Jr. B. Abrigo	DepEd Region I
	Edward R. Apatan	PNU - Manila
	Jean Blesilda I. Sumabat	PNU - Manila
	Venus C. Ascarez	PNU - Mindanao
	Wilmer G. Marquez	PNU - Manila
PHYSICAL SCIENCE	Darwin C. Nazareno	DepEd Region I
	Elsie V. Mayo	DepEd Region I
	Marycel Dl. Jacobe	DepEd Region IV-A
	Myla V. Lalicon	DepEd Region I
	Donna Marie Dm. Gonong	PNU - Manila
	Dorothy J. Naval	PNU - Manila
	Edwin Auditor	PNU - Manila
	Gregie N. Pagaran-Tampon	PNU - Mindanao
	Jayson L. Devera	PNU - Manila
	Reynald A. Oyanib	PNU - Mindanao
Vic Marie L. Camacho	PNU - Manila	
SPECIAL NEEDS EDUCATION	Jhanel Aguilera	DepEd Region IV-A
	Mel Joy Barral	DepEd Region XI
	Christine Ann C. Juan	CEU - Manila
	Romina G. Bautista	CEU - Manila
	Shirley N. Cerbo	PNU - Manila
TLE / EPP	Alfred Gonzales	DepEd Region I
	Dionvic R. Rafanan Jr.	DepEd NCR
	Karen Booc	DepEd NCR
	Aaron Jed Y. Tumbali	PNU - South Luzon
	Jay-Ar G. Baluag	PNU - North Luzon
	Lorena A. Castro	PNU - Manila

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B. VALIDATORS

LEARNING AREA	LEARNING AREA EVALUATORS	AFFILIATION
ARALING PANLIPUNAN	Aaron F. Viernes	University of the Philippines-Diliman
	Laurenz Timothy B. Ranera	University of the Philippines-Diliman
	Gerry C. Areta	PNU-Manila
	Jovar G. Pantao	Mindanao State University
	Gina Lynn O. Cocoy	DepEd-CAR
	Ronaldo H. Lamit	DepEd-Region VI
	Louise L. Lumanug	DepEd-Region III
EARLY CHILDHOOD EDUCATION	Tizza Marie M. Navarro	Cebu Normal University
	Danielle P. Ochoa	University of the Philippines-Diliman
	Mila Rose T. Suarez	DepEd-Region VI
ENGLISH	Janet A. Mananay	Cebu Normal University
	Babylyn M. Gadaza	DepEd-Region IVA
	Judy S.Hicap	DepEd-Region IX
	Rex C. Briones	DepEd-Region VIII
	Imelda V. Boquiren	DepEd-NCR
FILIPINO	Benjie D. Olazo	DepEd-Region IVA
	Marife A. Paredes	DepEd Region IVB
	Tinnah J. Escalona	DepEd Region XII
	Leonard M. Aquino	DepEd CAR
GMRC / VALUES EDUCATION	Marie Grace A. Gomez	University of the Philippines-Diliman
	Shiela Marie P. Dela Pena	PNU-Manila
	Merimee T. Siena	PNU-Manila
	Ma. Laarni D. Buenaventura	PNU-Manila
	Iona Ofelia B. Zanoria	PNU-Manila
	Leah A. Manogan	DepEd Region I
	Rovi D. Siloterio	DepEd Region XII
	Elizabeth M. Ysulan	DepEd Caraga
MAPEH	Judith B. Abellaneda	DepEd Region VII
	Melanie Romero-Junio	Pangasinan State University
	Myren Yabut-Ginoy	Aklan State University
	Ramil L. Dacal	Pangasinan State University
	Joseph A. Tanagan	DepEd-NCR



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	Nancy M. Abarracoso	DepEd Region VIII
	Romeo L. Mendoza Jr.	DepEd Region IVA
MATHEMATICS	Lorna H. Berguera	DepEd Region IVB
	Arlene A. Abiang	DepEd Region I
	Ryan T. Casulang	DepEd Region V
PHYSICAL SCIENCE	Wilfredo C. Chung	PNU-Manila
	Christ John M. Pastor	PNU-Manila
	Lexter R. Natividad	Central Luzon State University
	Ethel N. Urian	
	Rodrigo F. Roxas	DepEd Region III
	Anthony M. Macaya	DepEd Region VI
SPECIAL NEEDS EDUCATION	Lutze-Sol A. Vidal	University of the Philippines-Diliman
	Elsie C. Amarin	DepEd Region I
	Gilda G. Bancog	DepEd Region VII
TLE / EPP	Laarni A. Urbiztondo	PNU-Manila
	Nino D. Naldoza	PNU-Manila
	Charess E. Goles	Cebu Normal University
	Sean A. Catelo	DepEd-Region IVB
	Girly A. Pedregosa	DepEd-Region IX
	Zimmy A. Cabatu	DepEd-Cagayan
	Aprilyn G. Reyes	DepEd-NCR

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Enclosure 4 – Indicative Program of Activities, Meal Provision and Accommodation Details

A. INDICATIVE PROGRAM OF ACTIVITIES:

Time	Day 1	Day 2	Day 3	Day 4	Day 5
8:00-8:30 AM	Registration		Preliminaries / Management of Learning (MOL)		
8:30-9:00 AM	Opening Program -Nationalistic Song -Prayer -Messages from Executive Committee -General Guidelines and Procedures of the training. -Pre-Test	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)
9:00-10:00 AM	Training Proper Break – Out Sessions (per Learning Area) -Discussion -Workshop -Session Activities -Completion of Session Outputs	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)
10:00-10:30 AM	HEALTH BREAK				
10:30 AM-12:00 Noon	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)
12:00 NN-1:00 PM	LUNCH BREAK				
1:00-1:15 PM	MANAGEMENT OF LEARNING				
1:15-3:00 PM	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)
3:00-3:15 PM	HEALTH BREAK				
3:15-4:30 PM	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Post-Test Closing Program
4:30-5:00 PM	END OF THE DAY EVALUATION / PMT DEBRIEFING				

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B. MEAL PROVISION:

Meals	DAY 0 (Sunday)	DAY 1 (Monday)	DAY 2 (Tuesday)	DAY 3 (Wednesday)	DAY 4 (Thursday)	DAY 5 (Friday)
Breakfast			✓	✓	✓	✓
AM Snack			✓	✓	✓	✓
Lunch			✓	✓	✓	✓
PM Snack			✓	✓	✓	✓
Dinner	✓		✓	✓	✓	

C. ACCOMMODATION DETAILS:

The participants are required to check in on the afternoon of Day 0 and check out on the afternoon of Day 5.

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