



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

July 5, 2022

**OFFICE MEMORANDUM**

No. **361**, s. 2022

To:

Schools Division Superintendents } Southern Leyte  
 HRDD Chief  
 All Others Concerned

**FIELD CONTENT VALIDATORS OF THE INDUCTION PROGRAM FOR BEGINNING SCHOOL HEADS MODULES AND SESSION TOPICS**

1. The National Educators Academy of the Philippines (NEAP), in partnership with Save the Children, is developing an Induction Program for Beginning School Heads (IPBSH). The program responds to D.O. 24 s. 2020 (National Adoption and Implementation of the Philippine Professional Standards for School Heads), the challenges brought by the COVID-19 pandemic, and the current shift to limited face-to-face classes, where the necessity surfaced to train beginning school leaders, primarily for them to be fully prepared in managing learning continuity and leading the school communities in the new normal. Modules and session topics for the developing induction program were identified and the next step is to validate these topics by content specialists.
2. In connection to this, the HRDD/NEAP-R has identified **Mrs. Elsie Jean Mantilla** of Southern Leyte Division as **field content validator** for the above-mentioned activity. Participants are requested to register to this link: <https://bit.ly/ValReg> and attend an alignment meeting on **July 06, 2022 from 10:am -11:am** for context and expectations setting. The details of the activities and other information are enclosed for your reference.
3. Immediate dissemination and compliance of this memorandum are desired.

for: *rlm*  
**EVELYN R. FETALVERO, CESO IV**  
 Regional Director

Reference/s:  
 MEMORANDUM DM-OSEC-2022-080  
  
 HRDD-NEAP-MCP



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Republic of the Philippines  
Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Office of the Director

MEMORANDUM  
DM-OSEC-2022-\_\_\_\_\_

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TO : HRDD Chiefs  
NEAP-R Focal Persons  
SHDP Regional Focal Persons  
All Others Concerned

OFFICE OF THE DIRECTOR IV  
Date and Time Received: 07 JUL 2022 3:40  
Date and Time Released: 07 JUL 2022  
Signature: [Handwritten signature]

FROM : JOHN ARNOLD S. STENA  
DIRECTOR IV

SUBJECT : **REQUEST FOR FIELD CONTENT VALIDATORS OF THE  
INDUCTION PROGRAM FOR BEGINNING SCHOOL HEADS  
MODULES AND SESSION TOPICS**

DATE : 30 June 2022

1. With reference to DM-OSEC-2022-080 (*Program Design Review and Redevelopment of the Induction Program for Beginning School Heads*), the National Educators Academy of the Philippines (NEAP), in partnership with Save the Children, is developing an Induction Program for Beginning School Heads (IPBSH). The program responds to D.O. 24 s. 2020 (National Adoption and Implementation of the Philippine Professional Standards for School Heads), the challenges brought by the COVID-19 pandemic, and the current shift to limited face-to-face classes, where the necessity surfaced to train beginning school leaders, primarily for them to be fully prepared in managing learning continuity and leading the school communities in the new normal. Module and session topics for the developing induction program were identified. The next step is to have these topics validated by content specialists.
2. The objectives of the validation are to
  - a. check if the identified content/topics are aligned to the enabling and terminal objectives, and
  - b. determine if there is a comprehensive list of topics/content in each module/session.
3. In this connection, NEAP requests the Human Resource Development Division Chiefs/NEAP-R Focal Persons, through your respective SHDP Focal Persons, to identify one (1) validator based on the following qualifications:
  - a. has been a school head for at least five (5) years or is working in other supervisory positions (e.g., PSDS or EPS) with school head experience for at least three (3) years



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- b. had experience on the Philippine Professional Standards for School Heads (PPSSH) or at least provided or has attended an orientation on the PPSSH
  - c. has graduated from the SHDP, or developed or implemented an induction program for school heads
  - d. has developed a course program or training program or at least a session guide
  - e. has attended at least four (4) learning and development initiatives for school heads or school managers in the past two (2) years
  - f. has been practicing the following training and development/L&D practices for at least four (4) years
  - g. has expertise in course development and course writing.
4. We hope to have an alignment meeting with your respective validator on **July 06, 2022, Wednesday** from **10:00 am - 11:00 am** for context and expectations setting. They are requested to register to this link: <https://bit.ly/ValReg>. They may join the orientation meeting via Zoom through the following meeting credentials:
- Meeting ID: 893 4880 8491**
- Passcode: smile**
5. For questions or concerns, please contact **Mr. Daniel A. Mabini** ([daniel.mabini@deped.gov.ph](mailto:daniel.mabini@deped.gov.ph)) or **Mr. Samson V. Edillo** ([samson.edillo@deped.gov.ph](mailto:samson.edillo@deped.gov.ph)), Senior Education Program Specialists, Professional Development Division, National Educators Academy of the Philippines.
6. Immediate dissemination of and appropriate action on this Memorandum are earnestly desired.