



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

July 15, 2022

OFFICE MEMORANDUM

No. **396**, s. 2022

To: Assistant Regional Director
 Regional Division Chiefs
 All Others Concerned

**DESIGNATION AS REGIONAL NEAP RECOGNITION APPROVAL COMMITTEE (RAC)
 AND RECOGNITION EVALUATION COMMITTEE (REC) MEMBERS
 EFFECTIVE JULY 18, 2022**

1. Due to the appointment and reassignment of the Regional Office Functional Division Chiefs, this Office, through the Human Resource Development Division (HRDD), shall reconstitute 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 effective July 18, 2022:

A. Recognition Approval Committee (RAC) Members

BEBIANO I. SENTILLAS, Assistant Regional Director
ALEJANDRA B. LAGUMBAY, Chief, HRDD
RITA R. DIMAKILING, Chief, PPRD
CESAR P. VERUNQUE, Chief, QAD
HARVIE D. VILLAMOR, Chief, 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 (LSPs) if there are documentary deficiencies after the Secretariat checked the recognition applications
- Send the 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

Atty. Maureen Charisse A. Maltos, Education Program Specialist II, 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, QAD
TEODORICO C. PELIÑO JR., Education Program Supervisor, PPRD
GERALDINE M. MANGALIMAN, Education Program Supervisor, FTAD
CLARK DAVE P. ARANTE, Education Program Specialist II, 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

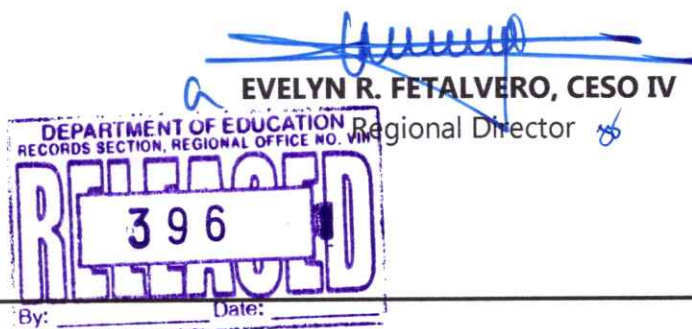
B3. Content Experts

DEAN RIC M. ENDRIANO, Education Program Supervisor, CLMD, English
GERTRUDES C. MABUTIN, Education Program Supervisor, CLMD, English
RYAN R. TIU, Education Program Supervisor, CLMD, Science
ROWENA T. VACAL, Education Program Supervisor, HRDD, Science/GAD
SARAH S. CABALUNA, Education Program Supervisor, CLMD, Mathematics
RODEL V. ROSALES, Education Program Supervisor, HRDD, Mathematics
SONNY S. TAYUM, Education Program Supervisor, QAD, Mathematics
JOY B. BIHAG, 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
ERNANI S. FERNANDEZ, Education Program Supervisor, CLMD, TLE
RACHEL R. CUEVAS, Education Program Supervisor, QAD, TLE

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.



HRDD - RVR