



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

February 17, 2023

REGIONAL MEMORANDUM

No. **148**, 2023

**E-LEARNING MODALITY OF INTEGRITY, TRANSPARENCY, AND
ACCOUNTABILITY IN PUBLIC SERVICE (ITAPS)**

To: Schools Division Superintendents
All Others Concerned

- Attached is a communication from Atty. Janive G. Gabrito, Acting Director, Regional Office VIII, Office of the Ombudsman-Visayas, requesting the Youth Formation Coordinators (YFCs) to attend the E-Learning Modality of Integrity, Transparency, and Accountability in Public Service (E-ITAPS) on March 8-10, 2023 via Zoom platform.
- The participants to this activity are two (2) Youth Formation Coordinators (YFCs) from each of the 13 Schools Division Offices and two (2) YFCs from the Regional Office, or a total of 28 YFCs.
- All Schools Division Superintendents (SDSs), through the Chief of the School Governance and Operations Division (SGOD) are requested to disseminate this information and encourage participation of the YFCs in the online activities.
- The identified participants should fill in the google sheets through the link <https://docs.google.com/spreadsheets/d/1UrgMfnayySh01DZHFluh-ZJavRFsyppte-e03Fsl3e4/edit#gid=0>, and this should likewise be understood that they are confirming attendance to the activity.
- Immediate dissemination of and compliance with this Memorandum are desired.

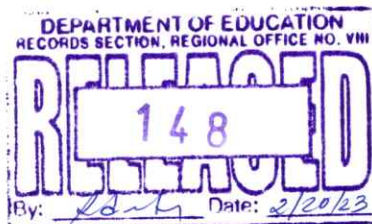
for: mm-6
EVELYN R. FETALVERO, CESO IV *2/20/23*
Regional Director *mm 2/17/23*

Enclosures: As stated

References: As stated

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

E-ITAPS OMBUDSMAN
ESSD-SPPS-EAD





Republic of the Philippines
OFFICE OF THE OMBUDSMAN
Office of the Ombudsman - Visayas
Regional Office No. VIII, Marasbaras, Tacloban City 6500

OFFICE OF THE DIRECTOR IV
Date and Time Received: 14 FEB 2023 4:20
Date and Time Released: 15 FEB 2023
Signature: [Handwritten Signature]

13 February 2022

DR. EVELYN R. FETALVERO, CESO IV

Regional Director
Department of Education
Regional Office No. VIII
Government Center, Candahug
6501 Palo, Leyte

Dear Director Fetalvero:

Greetings!

Our sincere gratitude for your invaluable support of the Campus Integrity Crusaders (CIC) Program of the Office of the Ombudsman. Your support contributed to its successful implementation in the region.

As our partner in the implementation of the CIC Program, this Office would like to conduct an E-Learning Modality of **Integrity, Transparency, and Accountability in Public Service (E-ITAPS)** to the **Youth Formation Coordinators (YFDs)** of the Department of Education-Regional Office VIII on **8-10 March 2023**. Our target participants are *two (2) YFDs from each Division Office, two (2) YFDs from the Regional Office, and two more personnel from your office*, with a total of thirty (30) participants.


The E-ITAPS is an education program of the Office of the Ombudsman designed for all government officials and employees with the application of distance learning methodologies. It is a combination of synchronous/live session via *Zoom* platform and asynchronous/self-paced session via *Learning Management System* for three (3) days. The course introduces the norms of conduct for public officers, anti-corruption laws and integrity. Enclosed is the detailed description and guidelines of the E-ITAPS for your further perusal.

In this regard, we are respectfully requesting for the participation of a total of **28 YFDs** and **two DepEd Regional Office personnel** to the E-ITAPS on the abovementioned dates. We are further requesting that the participants be provided with the logistics needed for the activity as required under the guidelines. And lastly, we are cordially inviting you or your representative to give a **Welcome Message** on 08 March 2023, the first day of the activity.

For queries, you may contact us at 09173171980 or (053) 523-3042 or (053) 321-7969.

Thank you very much for the continued support of the CIC Program.

By authority of the Ombudsman


JANICE G. GABRITO
Acting Director, Regional Office VIII



E-Learning Modality of Integrity, Transparency and Accountability in Public Service (E-ITAPS)

The E-Learning Modality of Integrity, Transparency and Accountability in Public Service "E-ITAPS" is a Graft-Prevention Program of the Office of the Ombudsman designed for all government officials and employees with the application of distance learning methodologies.

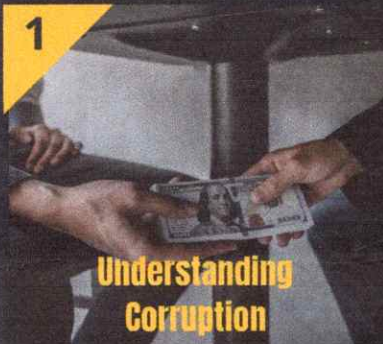
The course introduces the norms of conduct for public officers, anti-corruption laws and integrity. The intention of the course is to remind the participants to perform their duties with highest level of integrity, transparency and accountability daily and consistently.

Main Goal

By the end of the seminar-workshop, the participants will be able to recognize the scope of accountability of public servants guided by established relevant laws and policies leading to a corrupt-free bureaucracy.

E-ITAPS Modules with corresponding key messages:

1

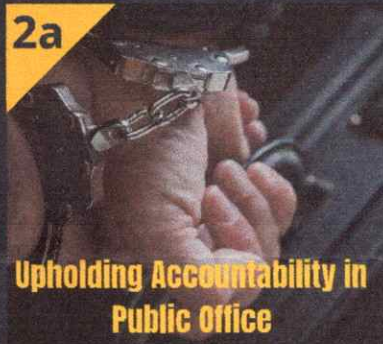


Understanding Corruption

"Corruption kills. It victimizes all "

This module tackles the meaning and forms of corruption, its causes and effect and the impact of corruption in societal costs.

2a

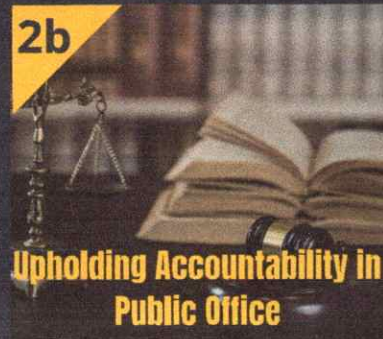


Upholding Accountability in Public Office

"Public Office is a Public Trust "

This module comprehends the nature of public office as a public trust. It also relate workplace situations to the norms of conduct and ethical standards.

2b

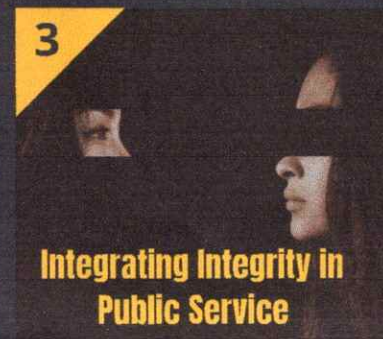


Upholding Accountability in Public Office

"Public Office is a Public Trust "

It discusses the law/s relevant to common violation and practices and determine the acts or omissions of public officers that are punishable under the law.

3



Integrating Integrity in Public Service

"Integrity Begins with Me "

This module defines a holistic concept of integrity and reflect the challenges of living a life of integrity in public service.



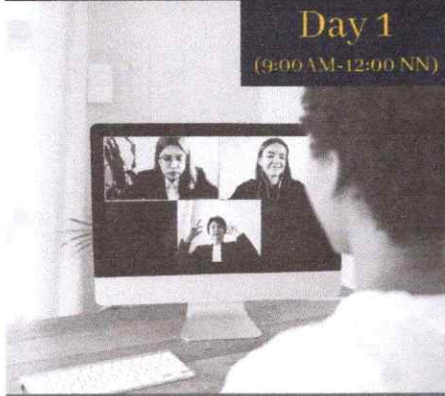
E-Learning Modality of Integrity, Transparency and Accountability in Public Service (E-ITAPS)

Program Flow

E-ITAPS is a combination of Synchronous/Live Session via **Zoom** and Asynchronous/Self-paced Session via **Learning Management System** for 3 days

Day 1

(9:00 AM-12:00 NN)



LIVE SESSION

- **Preliminaries**
Attendance
Pre-Test
- **Module 1:**
Understanding Corruption
- **Module 2A:**
Upholding Accountability in Public Office

SELF-PACED SESSION

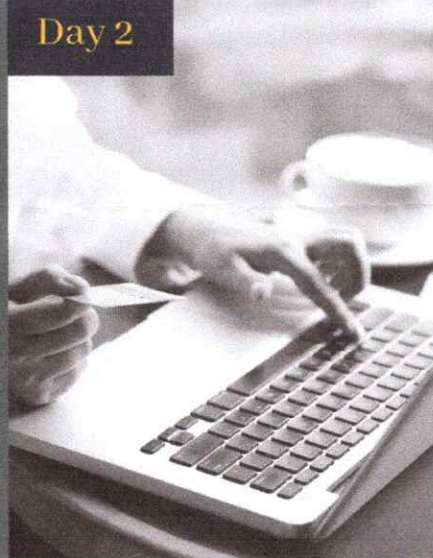
Submission of requirements is up to 4:00PM

Module 2B:
Upholding Accountability in Public Office

Topics are:

1. Office of the Ombudsman
2. Offenses involving gifts
3. Offenses involving public funds or property
4. Common violations involving gender

Day 2

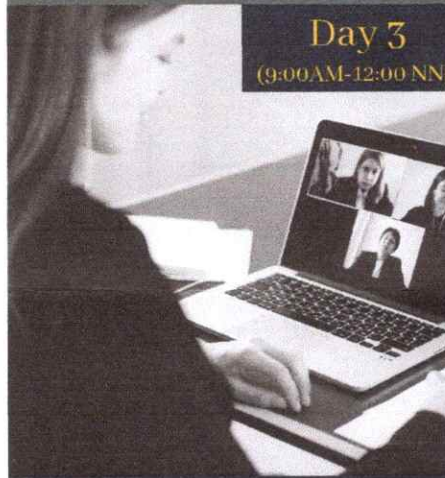


LIVE SESSION

- **Module 2B:**
Upholding Accountability in Public Service (Synthesis)
- **Module 3:**
Integrating Integrity in Public Service
- **Closing**
Post-Test
Evaluation
Pledge of Service

Day 3

(9:00AM-12:00 NN)





E-Learning Modality of Integrity, Transparency and Accountability in Public Service (E-ITAPS)



Reminders !

Here are the guidelines before you take the E-ITAPS

01

Each learner must have **one (1) main device**, either laptop or desktop fit for video conferencing and back up device either smartphone or tablet; and must ensure **stable internet connection** throughout the run of the entire course, especially during live sessions.



02

Each learner must **complete all the requirements** of the training course such as attendance, assignments/tasks both in synchronous and asynchronous sessions, pre/post test, evaluation and others to receive the Certificate of Completion.



03

Google classroom link will be sent to the participants respective emails. Zoom links for live sessions and materials for self-paced session will be posted in the **Learning Management System (LMS)**, both classwork and stream. Each learner must regularly check the LMS for updates.



04

Materials can be downloaded for future reference however they are proprietary in nature and must not be shared to others.



05

In line with the provisions of the **Data Privacy Act**, the conduct of E-ITAPS would be recorded for documentation purposes only. Unauthorized sharing and publication of video or livestreaming of this training in any social media accounts or other platforms are **STRICTLY PROHIBITED**. Violators shall be dealt with by law.



06

Each participant must observe the following **Online Etiquette** during synchronous sessions:

- Log-in to Zoom 15 minutes before the start of the session.
- Be presentable by wearing semi-formal attire (e.g with sleeves)
- Always check/fix your background before the live session to avoid distractions and unpleasant sights.
- Microphone must be on mute during lecture/activity or when one is speaking and must be turned on only when being asked or recognized to speak.
- Video must always be turned ON during live sessions. In case of intermittent connection, inform any of the facilitators via chatbox.
- When need to be excused from the live session for a few minutes, please advise the facilitator through the chatbox.
- When need to share ideas, click the "raise hand" icon and wait to be recognized before speaking, or share the ideas through the chatbox.
- Use **FIRSTNAME SURNAME** (ex. JAN SMITH) for proper identification. You can use the rename function in zoom to comply with this requirement.
- Be respectful at all times.

