

Republic of the Philippines

Department of Education

REGION VIII - EASTERN VISAYAS

November 28, 2024

REGIONAL MEMORANDUM

No. 1335 s. 2024

CONDUCT OF REGIONAL TRAINING OF TRAINERS FOR ASSESSORS ON EXPANDED CAREER PROGRESSION SYSTEM FOR TEACHERS

To: Schools Division Superintendents

All Others Concerned

- 1. In line with Executive Order (EO) No. 174, s. 2022, which establishes the Expanded Career Progression System for Public School Teachers, and its corresponding Implementing Rules and Regulations (IRR), this Office, through the Human Resource Development Division (HRDD), will conduct a Regional Training of Trainers for Assessors on the Expanded Career Progression System for Teachers on December 09-13, 2024. The venue for the said training will be announced in a separate communication.
- 2. The training aims to equip designated assessors from Schools Division Offices (SDOs) with the necessary skills and knowledge to effectively implement the Expanded Career Progression System.
- 3. SDOs are requested to identify eight (8) qualified personnel to participate in the training. These participants will serve as resource persons and training facilitators for the division-level roll-out. Selection of participants should be based on the criteria outlined on page two (2) of Memorandum DM-OUHROD-2024-2013. Identified personnel are further requested to register via the link: https://tinyurl.com/RTOTECPT.
- 4. Travel expenses and per diem for the participants shall be charged to their respective local funds, subject to existing accounting and auditing rules and regulations

5. Immediate dissemination of and 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:

TRAINING OF TRAINERS
EXPANDED CAREER PROGRESSION SYSTEM

HRDD-TJCP





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DEPARTMENT OF EDUCATION
RECORDS SECTION REGIONAL OFFICE NO. VIII



Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM DM-OUHROD-2024-2013

FOR

: REGIONAL DIRECTORS

SCHOOLS DIVISION SUPERINTENDENTS

ALL OTHERS CONCERNED

FROM

WILFREDO E. CABRAL

Regional Director

Officer-in-Charge, Office of the Undersecretary

Human Resource and Organizational Development and

School Infrastructure Facilities

SUBJECT

: CONDUCT OF NATIONAL TRAINING OF TRAINERS (NTOT) ON

ASSESSORS TRAINING AND DEEPENING ON CLASSROOM

OBSERVATION AND PORTFOLIO ASSESSMENT

DATE

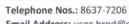
: 07 October 2024

The issuance of the Executive Order (EO) No. 174, s. 2022 titled, "Establishing the Expanded Career Progression System for Public School Teachers," and its Implementing Rules and Regulations (IRR) further reinforce the Department's commitment in promoting professional development and career advancement among public school teachers. It clearly defines the career paths of teachers within the public school system at the basic education level, attaching their progression with the attainment of the necessary qualifications and professional standards.

Congruent with this commitment and in anticipation for the implementation of the Expanded Career Progression (ECP) System, the Bureau of Human Resource and Organizational Development, through the Human Resource Development Division (BHROD-HRDD), shall conduct a series of National Training of Trainers (NTOT) on Assessors Training and Deepening of Classroom Observation and Portfolio Assessment, which aims to build a pool of credible and competent trainers in all regions who will capacitate potential assessors for the implementation of ECP System in their respective field offices. The training focuses on the deepening of the trainers' knowledge and understanding on teacher competency assessment anchored on the Philippine Professional Standards for Teachers (PPST), measured through classroom observation, portfolio assessment, and interview.













At the end of the NTOT, the participants are expected to have:

- a. discussed the Standards-based career progression system, teacher reclassification and promotion process, assessors' program, and their duties and responsibilities as assessors;
- b. applied the varied assessment techniques for teacher reclassification and promotion, to include document review, classroom observation, portfolio assessment, and interview; and
- c. crafted a Regional Training Implementation Plan (RTIP) for the Regional Assessors Training to be participated by potential assessors.

The detailed program of activities is attached as **Annex A**. The conduct of the NTOT is divided into three (3) batches, as follows:

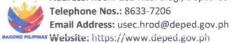
Title of the Activity	Date	Venue
National Training of	November 5-8, 2024 (Batch 1)	Within Cebu
Trainers (NTOT) on Assessors Training and	November 12-15, 2024 (Batch 2)	Within Davao
Deepening on Classroom Observation and Portfolio Assessment	November 19-22, 2024 (Batch 3)	Within Metro Manila

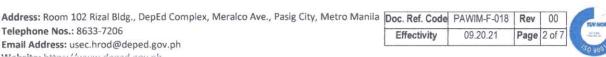
(Note: The exact venue of these activities shall be announced through a separate advisory)

In this regard, all concerned Regional Directors (RDs) are hereby directed to authorize the participation of the select members of the Career Progression - Assessors Program National Technical Working Group (NTWG) listed in Annex B-1 to serve as resource persons and training facilitators. Furthermore, all RDs are directed to select their respective regional trainer-facilitators and authorize their participation in the NTOT, together with the Regional Office Chief of Human Resource Development Division (RO-HRDD) who shall serve as the lead of the regional participants. The schedule and number of participants/slots per region are detailed in Annex B-2 (Note: regional allocation already includes the RO-HRDD Chief). The regional trainerfacilitators shall be selected based on the following criteria:

- a. Master Teacher, Head Teacher, School Head, Supervisor, SDO CID Chief, SDO SGOD Chief, RO HRDD SEPS
- b. Member of the HRMPSB and/or its sub-committee/s for teacher promotion
- c. With high proficiency in training facilitation as resource speaker (preferably NEAP-recognized Trainer)
- d. Must have experience in IPCRF assessment for teachers as rater/observer
- e. Must have experience and/or training in classroom observation, portfolio assessment, and provision of feedback
- f. Must have training in the implementation of PPST assessment for L&D purposes
- g. With proficient knowledge and understanding on the effective and proper implementation of competency-based standards, particularly on the PPST
- h. Trained in the implementation of RPMS-PPST
- i. With performance rating of Outstanding







For attendance confirmation, the RO-HRDD Chief are directed to register all the selected/authorized participants at least one (1) week prior to the activity using the links provided below:

Batch	Participating Regions	Registration Link
Batch 1 November 5-8, 2024	Region V Region VI Region VII Region VIII Region IX	https://bit.ly/BATCH1_NTOT2024
Batch 2 November 12-15, 2024	Region X Region XI Region XII CARAGA	https://bit.ly/BATCH2_NTOT2024
Batch 3 November 19-22, 2024	Region I Region II Region IV-A Region IV-B NCR CAR	https://bit.ly/BATCH3_NTOT_2024

Board and lodging of all participants as well as the travel expenses of the NTWG and Program Management Team and Secretariat shall be charged against HRTD Funds (Continuing fund for FY 2023); while the travel expenses of the participants (selected regional trainer-facilitators) shall be charged against local funds, subject to existing budgeting, accounting, and auditing rules and regulations. For meal arrangements, please refer to the table below:

DAY	BREAKFAST	AM SNACK	LUNCH	PM SNACK	DINNER
Day 1	X	x	✓	√	✓
Day 2	✓	√	✓	√	√
Day 3	√	√	✓	/	✓
Day 4	√	√	√	х	x

All participants are expected to bring their laptops, as some part of the activity will be done electronically. Bringing a personal extension cord is not mandatory but ideal.

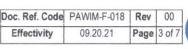
For more information and further clarifications, you may coordinate with the BHROD-HRDD through Ms. Ruby Chanda J. Crisostomo or Mr. Raymond C. Oplado at telephone no. (02) 8470-6630 or email address at bhrod.hrdd@deped.gov.ph.

For your information and guidance.

[HRDD/Oplado]









Annex A

Activity Title

National Training of Trainers (NTOT) for Assessors on Expanded **Career Progression**

Schedules and Venue

November 5-8, 2024 | Batch 1 - Within Cebu November 12-15, 2024 | Batch 2 - Within Davao

November 19-22, 2024 | Batch 3 - Within Metro Manila

Objectives

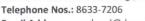
This activity aims to build a pool of competent and credible trainers in all regions who will capacitate potential assessors for the implementation of ECP System in their respective field offices. At the end of the NTOT, the participants are expected to have:

- 1. discussed the Standards-based career progression system, teacher reclassification and promotion process, assessors' program, and their duties and responsibilities as assessors;
- 2. applied the varied assessment techniques for teacher reclassification and promotion, to include document review, classroom observation, portfolio assessment, and interview;
- 3. crafted a Regional Training Implementation Plan (RTIP) for the Regional Assessors Training to be participated by potential assessors.

INDICATIVE PROGRAM OF ACTIVITIES

Time	Activity
DAY 01 (First M	eal: Lunch)
AM	Arrival and Registration of the Participants
PM	Preliminaries: Prayer National Anthem House Rules Opening Remarks Welcoming the Participants Expectation Setting
DAY 02	Session 1: Teacher Development Framework Session 2: Overview of the Expanded Career Progression Policy and the Assessors Program
DAT OF	Preliminaries and Management of Learning (MOL)
	Session 3a: Procedures and Requirements for Reclassification
AM	Session 3.b: QS (new) and Performance Requirements Workshop 1: Accomplishment of MTPPS (Part I & II - QS & Performance)
PM	Session 4: ETE and Performance (Chapters 2 & 3) Workshop 1a: Simulation of ETE and Performance Computation using sample application documents Workshop 1b: Processing
	Health Break





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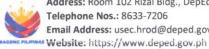
	Session 5: Presentation of COIs and NCOIs and Rubric (per position)
DAY 03	
	Preliminaries and Management of Learning (MOL)
	Session 6: Assessing the Classroom Observable Indicators
AM	Workshop 2a: Simulation of Classroom Observation
	Workshop 2b: Processing
	Workshop 2c: Accomplishment of MTPPS COI portion
	Session 7: Evaluation of NCOI Annotations or BEI
PM	Workshop 3a: Simulation of NCOI Evaluation
1 141	Workshop 3b: Processing
	Workshop 3c: Accomplishment of MTPPS NCOI portion
DAY 04	
	Preliminaries and Management of Learning (MOL)
	Session 8: Behavioral Events Interview
	Workshop 4a: Scenario-based workshop on BEI
AM	Workshop 4b: Processing
	Session 9: Walkthrough of Session Guides
	Workshop 5a: Scenario-based workshop on facilitation
	Workshop 5b: Processing
PM	Planning Session for Regional Rollout

For additional information, please contact:

Bureau of Human Resource and Organizational Development - Human Resource Development Division (BHROD-HRDD)

Room 411, 4/F Mabini Building, DepEd Complex DepEd Central Office, Meralco Avenue, Pasig City bhrod.hrdd@deped.gov.ph or (02) 8470-6630







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Doc. Ref. Code	PAWIM-F-018	Rev	00
Effectivity	09.20.21	Page	5 of 7



LIST OF PARTICIPANTS

(NTWG and Central Office Program Management Team)

Bureau of Human Resource and Organizational Development -Human Resource Development Division Career Progression - Assessors' Program

National Training of Trainers (NTOT) for Assessors on Expanded Career Progression

November 5-8, 2024 | (1st Batch) - Within Cebu November 12-15, 2024 | (2nd Batch) - Within Davao November 19-22, 2024 | (3rd Batch) - Within Metro Manila

No.	NAME	POSITION	OFFICE	
are	er Progression-Asse	ssors Program NTWG		
1	Susan Collano	Schools Division Superintendent	SDO Naga City, RO V	
2	Mervie Seblos	OIC-Assistant Schools Division Superintendent	SDO General Santos, RO X	
3	Dinah Bonao	Chief, HRDD	RO I	
4	Harvie Villamor	Chief Education Supervisor	RO VIII	
5	Mark Anthony Idang	Education Program Supervisor	SDO Laguna, RO IV-A	
6	Noemi Baysa	Public Schools District Supervisor	SDO Malabon City, NCR	
7	Angelo Uy	Public Schools District Supervisor	SDO Dasmarinas City, RO IV-A	
8	Arniel Garque Public Schools District Supervisor SDO		SDO Guimaras, RO VI	
9	Jayson Santos Senior Education Program Specialist		SDO Pampanga, RO III	
10	Angelo Unay	Principal II	SDO Imus City, RO IV-A	

5 Program Managers and Secretariat from BHROD - Human Resource Development Division









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SCHEDULE AND ALLOCATION PER REGION

(participants to be identified by the region)

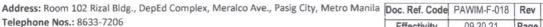
Region	No. of Participants
Batch 1 - November 5-8, 2024 Within Cel	ou le
Region V	6
Region VI	7
Region VII	7
Region VIII	5
Region IX	5
Batch 2 - November 12-15, 2024 Within I	Davao
Region X	5
Region XI	5
Region XII	5
CARAGA	5
Batch 3 - November 19-22, 2024 Within I	Metro Manila
National Capital Region (NCR)	7
Cordillera Administrative Region (CAR)	5
Region I	5
Region II	5
Region III	6
Region IV-A	7
Region IV-B	5

Participants shall be identified using the following selection criteria and qualifications:

- a. Master Teacher, Head Teacher, School Head, Supervisor, SDO CID Chief, SDO SGOD Chief, RO HRDD Chief, RO HRDD SEPS
- b. Member of the HRMPSB and/or its sub-committee/s for teacher promotion
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