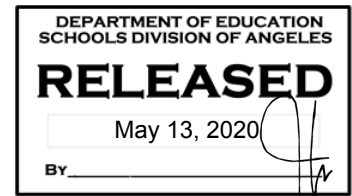




Republic of the Philippines  
**Department of Education**  
Region III  
**SCHOOLS DIVISION OF ANGELES CITY**



May 8, 2020

**DIVISION MEMORANDUM**  
No. 114 s. 2020

**GUIDELINES ON DEPED PROFESSIONAL DEVELOPMENT PROGRAMS  
FOR TEACHERS AND SCHOOL LEADERS**

To: Assistant Schools Division Superintendent  
Chief, Curriculum Implementation Division  
Chief, School Governance and Operations Division  
Heads of Public Elementary and Secondary Schools

1. SDO-Angeles City strongly supports the goal of the Department of Education on the continuous up-skilling and re-skilling of teachers and school leaders towards better learning outcomes.

2. In view of this, the following guidelines on DepEd professional development programs for teachers and school leaders are attached for reference and guidance:

**DO No. 001 s. 2020** - Guidelines for NEAP Recognition on Professional Development Programs and Courses for Teachers and School Leaders

**DM. No. 048 s. 2020** - Call for Submission of Proposals to the National Educators Academy of the Philippines for the 2020 Professional Development Programs and Courses (Batch 1)

**DM. No. 050 s. 2020** – DepEd Professional Development Priorities for Teachers and School Leaders for 2020-2023

3. Similarly, all concerned personnel are requested to submit their proposed priority professional development programs for NEAP recognition using the attached template via email at [sgod.hrd@depedangelescity.com](mailto:sgod.hrd@depedangelescity.com) on or before **May 20, 2020**.

4. Immediate and wide dissemination of the contents of this Memorandum is earnestly desired

**MA. IRELYN P. TAMAYO PhD, CESE**  
Assistant Schools Division Superintendent  
Officer -in- Charge  
Office of the Schools Division Superintendent



**Address:** Jesus Street, Pulungbulu, Angeles City  
**Telephone No.** (045) 322-4101





Republic of the Philippines  
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**Template for the Professional Development Program or Course for Teachers and School Leaders**

*(DO No. 001, s.2020. – Guidelines for NEAP Recognition on Professional Development Programs and Courses for Teachers and School Leaders)*

**A. Information about the Applicant: (Program Proponent)**

Name of the Proponent: \_\_\_\_\_

Position: \_\_\_\_\_

Email Address: \_\_\_\_\_ Contact Number: \_\_\_\_\_

**B. Profile of the Program or the Course**

- I. Title of the Program/ Course \_\_\_\_\_
- II. Rationale \_\_\_\_\_
- III. Program / Course Description \_\_\_\_\_
- IV. Professional Development Priorities \_\_\_\_\_
- V. Professional Standards Covered (PPST, PPSH, PPSS domain/s, strand/s, indicator/s)
- VI. Target Participants Profile
  - Career Stage \_\_\_\_\_
  - Grade Level \_\_\_\_\_
  - Learning Area \_\_\_\_\_
- VII. Number of hours \_\_\_\_\_
- VIII. List of Resource Persons / Learning Facilitators supported with CV's
- IX. Modality (Formal Learning possibly with job embedded learning (JEL), Learning Action Cell (LAC), relationship and discussion based and others.
- X. Delivery Platform – (online, face to face and blended delivery)
- XI. Indicative date of Implementation
- XII. Professional Regulation Commission Program Accreditation Number (if Applicable)

**C. Program Course**

- I. Objective/s / or Outcome/s
- II. Detailed program or course matrix
- III. Modules or learning resources to be used
- IV. Assessment Plan



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**D. Program or Course Implementation Plan**

- I. Schedule of Activities
- II. Budget Requirements
- III. Funding Source
- IV. Monitoring and Evaluation



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