



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

August 20, 2026

DIVISION MEMORANDUM

No. 336, s. 2026

**TRAINING RESOURCE PACKAGE DEVELOPMENT AND QUALITY ASSURANCE
OF SCHOOL HEADS' PROFESSIONAL DEVELOPMENT PROGRAM ON
MANAGING SCHOOL RESOURCES AND OPERATIONS-cum-GREENLIGHT
STAGING OF CID-LED PD PROGRAMS AND FINALIZATION OF M&E
MECHANISM**

To: Assistant Schools Division Superintendent
Schools Governance and Operations Division Chief
Curriculum and Implementation Division Chief
Education Program Supervisors
Selected District Supervisors/Principals In-Charge
Selected Public Elementary and Secondary School Heads
Selected Public Elementary and Secondary Master Teachers
All Others Concerned

1. Pursuant to the Division's initiative to enhance the competencies of teachers and school leaders through professional development, this Schools Division through the Schools Governance and Operations Division—Human Resource Development Section (SGOD-HRDS) shall conduct the **Training Resource Package Development and Quality Assurance of School Heads' Professional Development Program on Managing School Resources and Operations-cum-Greenlight Staging Of CID-led PD Programs and Finalization of M&E Mechanism** on September 1-4, 2026 at Ciriaco Hotel and Resort, Calbayog City:

2. This activity aims to:

- a. develop the Training Resource Package (TRP) to ensure its quality in alignment with the National Educators Academy of the Philippines (NEAP) Standards, as outlined in DepEd Memorandum No. 44, s. 2023, and prepare it for further quality assurance;
- b. provide a collaborative platform for the developers and Division Professional Development Design Evaluators to review, refine, and standardize the training materials, ensuring its coherence, relevance, and effectiveness;
- c. conduct greenlight staging of various CID-led PD programs before their implementation during the End of Term 1 INSET schedule;
- d. finalize the operationalization of the M&E Plan and its subsequent mechanism to ensure compliance of all concerned;
- e. equip target participants with a well-structured, high-quality training resource package that will enhance their competencies.



Address: Mabini St., Brgy. Acacia, Catarman, 6400, Northern Samar
Telephone Nos: (055) 500 1020
Email Address: northernsamar@deped.gov.ph
Division Official Website: <https://northernsamar.deped.gov.ph>

3. The list of participants and Program Management Team are attached in this Memorandum.
4. This Memorandum serves as the Authority to Travel of all involved for the face-to-face activities.
5. Expenses incurred in the conduct of this activity such as meals, venue, and accommodation shall be charged against the 2026 HRTD Fund, while travel and other incidental expenses shall be charged against local fund/School MOOE, subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of and compliance with this Memorandum are desired.

GAUDENCIO C. ALJIBE JR., PhD, CESO V
Schools Division Superintendent

Enclosure: As stated

References: As stated

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

PROFESSIONAL DEVELOPMENT
RESOURCE PACKAGE

SGOD-HRDS-PRB

DepEd Northern Samar
RECEIVED
Sgt. [Signature]
20 AUG 2026
Date: _____

LIST OF PARTICIPANTS

1. Michael Froilan
2. Chester Naguit
3. Femi Adarayan (Science)
4. Kris Jhon Lopez (Science)
5. Wilberto Quibal (MAPEH)
6. Verner Rosales (MAPEH)
7. Rhea Junette Ultra (Reading)
8. Mary Joy Cadut (Reading)
9. Levi V. Calubag (Math)
10. Karla Antonette Herreras (Math)
11. Leoniza Saloma (AP)
12. Janjan Besarino (AP)
13. Antonette Sosing (TLE)
14. Angelo Lazo (TLE)
15. Florante Aguilar (VE)
16. Janice Gallego (VE)
17. Temothy Clutario

PROGRAM MANAGEMENT TEAM	
NAME	DESIGNATION
Dr. Gaudencio C. Aljibe Jr., CESO V	Activity Manager
Dr. Antonio P. Delos Reyes	Co-Activity Managers
Dr. Rey F. Bulawan	
Dr. Sylvia D. Villanueva	Onsite Managers
Dr. Noe M. Hermosilla	
Dr. Elna D. Enano	Co-onsite Manager
Deah A. Gamao	Finance Manager
Merlita B. Fajardo	QAME Manager
Peter R. Bobiles	Program Focal Person
Pepito E. Saldo Jr.	Resource Person
Cindy Celespara	Secretariat
Wilkins Wong	HRD Support Staff