



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
Sudlon, Lahug, Cebu City



April 6, 2016

DIVISION MEMORANDUM

No. 175, s. 2016

DISSEMINATION OF DEPED ORDER NO. 16, SERIES OF 2016 ENTITLED "CREATION OF THE INTERIM PROJECT MANAGEMENT OFFICE (PMO) FOR THE GOVERNMENT ASSISTANT TO STUDENTS AND TEACHERS IN PRIVATE EDUCATION (GASTPE) EFFECTIVE SCHOOL YEAR (SY) 2015 -2016"

TO : Assistant Superintendent
Chief Education Program Supervisors
Education Program Supervisors/Coordinators
District Supervisors/OICs
Secondary School Heads
Heads, Private Secondary Schools

1. Attached is Regional Memorandum No. 156 s. 2016. entitled. **DISSEMINATION OF**



Republic of the Philippines
Department of Education

21 MAR 2016

DepEd ORDER
No. **16**, s. 2016

**CREATION OF THE INTERIM PROJECT MANAGEMENT OFFICE (PMO)
FOR THE GOVERNMENT ASSISTANCE TO STUDENTS AND TEACHERS
IN PRIVATE EDUCATION (GASTPE) EFFECTIVE
SCHOOL YEAR (SY) 2015-2016**

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public and Elementary Secondary Schools Heads
All Others Concerned

1. With the implementation of the Department of Education's (DepEd) Rationalization Plan, several offices were restructured, streamlined or dissolved, including the Bureau of Secondary Education, which previously managed the Government Assistance to Students and Teachers in Private Education (GASTPE) Program. Although the day to day administration of the GASTPE Program is contracted to the Private Education Assistance Committee (PEAC), a focal unit is needed in the Central Office to manage policy formulation, implementation, and monitoring nationwide.

2. Pending the creation of a full-time unit that will manage the program, an interim Project Management Office (PMO) is established to ensure the smooth and streamlined implementation of the Program under the DepEd rationalized structure. The interim PMO or Composite Team will be comprised of members who have been actively involved in the implementation of the GASTPE Program.

3. The GASTPE Composite Team shall be composed of the following:

ExeCom Lead:	Undersecretary for Finance and Administration
Program Manager:	Assistant Secretary for Curriculum and Instruction
Members:	Director for Bureau of Curriculum Development
	Director for Bureau of Learning Delivery
	Director for Information and Communication Service
	Director for Planning Service
	Director for Finance Service
	Representative from the Senior High School National Task Force
	Representative from the Office of the Undersecretary for Governance and Operations
	Representative from the Office of the Undersecretary for Finance and Administration
	Representative from Finance Service
	Representative from Planning and Programming Division
	Representative from Project Development Division
	Representative from Accounting Division

4. The GASTPE Composite Team shall be responsible for the overall policy development and program design of the GASTPE program. It shall perform the following functions:

- a. Coordinate with and perform monitoring and oversight functions on PEAC, the service provider that will support DepEd in implementing the ESC, TSS and SHS VP nationwide;
- b. Set the necessary policies and directives for the ESC, TSS and SHS VP, as well as issue and disseminate the necessary Orders/Memoranda regarding their implementing guidelines to its field offices and other parties concerned;
- c. Ensure that the annual as well as long-term funding requirements of the ESC, TSS and SHS VP are supported and provided for by their inclusion in the DepEd's annual budget;
- d. Process and ensure the prompt release of the entitlements of the participating schools in the ESC, TSS and SHS VP with complete billing documents;
- e. Set the policy directions for the formulation, management, and conduct of teacher and administrator training programs in accordance with DepEd's training priorities for purposes of supporting and ensuring the delivery of quality educational services by participating private schools;
- f. Set the agenda and policy directions for the conduct of research and evaluation studies on the ESC, TSS and SHS VP;
- g. Conduct monitoring and evaluation activities and report to appropriate authorities, the performance of the ESC, TSS and SHS VP and of the stakeholders, including but not limited to PEAC, the participating private schools, and the DepEd field units, as well as report other concerns in connection with or relating to the ESC and TSS and its stakeholders; and
- h. Work with PEAC on the updating and management of the information systems for ESC and SHS VP, including providing access to data, documents and other information that are pertinent to the programs, such as status reports on the payment of grants to participating schools, and the Learner Information System (LIS).

5. Henceforth, all correspondences and pending disbursements for GASTPE School Year 2015-2016 shall pass through this interim GASTPE PMO. Payrolls and requests for payment shall be signed by the Program Manager to be approved for disbursement by the Undersecretary for Finance and Administration.

6. The GASTPE Composite Team shall continue to perform the above functions until the permanent GASTPE Project Management Service is established.

7. Immediate dissemination of and compliance with this Order is directed.


HR. ARMIN A. LUISTRO FSC
Secretary

Reference:

N o n e

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

FUNDS

PROGRAM

STRAND: Governance and Operations

STUDENTS

Model: Creation of the Interim Project Management (IPMO)
0215-March 17, 2016



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City



MAR 29 2016

REGIONAL MEMORANDUM

No. **0199**, s. 2016

**2nd REGIONAL SCREENING OF NEAP TRAINER-FACILITATORS FOR THE
GRADE 11 TEACHER TRAINING**

To : Schools Division Superintendents/OICs

1. This Office will conduct the **Screening of the National Educators Academy of the Philippines (NEAP) Trainer-Facilitators for the Grade 11 Teacher Training** on March 29-30, 2016, 8:00 AM to 5:00 PM at the Conference Room, 3rd Flr., DepED Regional Office 7, Sudlon, Lahug, Cebu City.

2. The applicants will be evaluated based on the following requirements:

- a. applicants **must be at least** Head Teachers, Principals, Education Program Specialists, Senior Education Program Specialists, Public Schools District Supervisors and Education Program Supervisors;
- b. have been **involved** in previous trainings as participants/trainers/facilitators/writers for the K to 12 Basic Education Program (BEP);
- c. possess excellent communication/facilitation skills;
- d. must be computer/ICT proficient;
- e. must be physically fit; and
- f. not more than 50 years old.

3. Applicants are required to submit the following documents to the selection committee on the abovementioned dates for the Phase I (Paper Screening) of the screening process:

- a. **Endorsement from the Schools Division Superintendent**
- b. Application Form (Annex 1)
- c. Character Reference (Annex 2)
- d. **Medical certificate from accredited government physician/hospital indicating physical fitness to train and travel**
- e. Certificate of no pending criminal and/or administrative case
- f. Certificate of participation/completion/attendance to Training of Trainers (TOT) programs attended starting **January 2012**
- g. Certificate of recognition/commendation/merit/etc, given as facilitator, trainer, resource speaker of trainings conducted starting **January 2012**

4. Only applicants who met the abovementioned qualifications will be allowed to proceed to Phases II and III of the Screening Process which will be done on the same dates.

Regional Director's Office: Tel. nos.: (032) 231-1433; 231-1309; Telefax 414-7399; 414-7325; Asst. Regional Director's Office Telefax: (032) 255-4542;
Field Effectiveness Division: (032) 414-7324; Curriculum Learning Materials Division (032) 414-7323;
Quality Assurance and Accountability Division: (032) 231-1071; Resource Mobilization and Special Programs and Projects Division: (032) 254-7062;
Training and Development Division: (032) 255-5239 loc. 112; Planning, Policy and Research Division: (032) 233-9030; 414-7065;
Administrative Division: (032) 414-7326; 255-1313; 414-7366 414-4367; Budget and Finance Division: (032) 256-2375; 253-8061; 414-7321
Website: <http://www.depedro7.com.ph>

"Edu 2015: Karapatan ng Lahat, Pananagutan ng Lahat"

5. The participants are required to bring the following:
 - a. laptop
 - b. pocket wifi (if available)

6. The selection will be done by the Regional Screening Committee composed of the following:

Chairman: Dr. Flodeliza C. Sambrano
Members: Dr. Marcial P. Degamo
 Dr. Emiliano B. Elnar, Jr.
 Dr. Luz C. Jandayan
 Dr. Clara Rebecca D. Falconi
 Dr. Milagros C. Gabia

7. Expenses for two (2) lunch and four (4) snacks to be served by the Applied Nutrition Center (ANC) shall be charged to **Regional HRTD Funds**, while traveling and other incidental expenses of participants shall be charged to **Local School/Division MOOE Funds**, subject to the usual accounting and auditing rules and regulations.

8. This Memorandum serves as **Travel Order**.

9. Immediate and wide dissemination of this Memorandum is highly desired.

Juliet A. Jeruta
JULIET A. JERUTA
Director !!!
Officer-In-Charge



DEPARTMENT OF EDUCATION
GOVERNANCE AND OPERATIONS
NATIONAL EDUCATORS ACADEMY
OF THE PHILIPPINES



MEMORANDUM
OM-GO-2016-NEAP-004

TO: REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
CHIEF, REGIONAL HRDD
ALL CONCERNED

FROM: 
JOHN ARNOLD S. SIENA
Director IV, National Educators Academy of the Philippines

SUBJECT: SCREENING OF NEAP TRAINER-FACILITATORS FOR
THE GRADE 11 TEACHER TRAINING

DATE: March 16, 2016

1. The National Educators Academy of the Philippines (NEAP) announces the screening and selection of facilitators, who will be tapped as facilitators in the Training of Grade 11 Teachers. The Regions through the Human Resource Development Division (HRDD) are requested to conduct the screening and selection of facilitators.
2. All applicants must pass through the different phases of the screening process:
 - a. The applicants will be evaluated based on the following requirements:
 - i. Applicants must be at least Head Teachers, Principals, Education Program Specialists, Senior Education Program Specialists, Public School District Supervisors and Education Program Supervisors;
 - ii. Have been involved in previous trainings as participants/trainers/facilitators/writers for the K to 12 Basic Education Program;
 - iii. Possess excellent communication and facilitation skills;
 - iv. Computer/Information and Communication Technology proficient;
 - v. Must be physically fit; and
 - vi. Not more than 50 years old.
 - b. Phase I - Paper Screening
 - i. Applicants submit their application form, documents, Certificate of No Pending Administrative Case, character reference and endorsement from the Schools Division Office to the Regional Office.
 - ii. Only certificates for trainings attended/facilitated and conducted starting January 2012 should be submitted.
 - iii. The regions must evaluate the documents.

2ND FLOOR, MARINI BUILDING, DEPED COMPLEX, MERALCO AVE., PASIG CITY, 1600
(02) 638-8638; 633-9455; 638-4796 EMAIL: DEPED.NEAP@GMAIL.COM



DEPARTMENT OF EDUCATION
GOVERNANCE AND OPERATIONS
NATIONAL EDUCATORS ACADEMY
OF THE PHILIPPINES



MEMORANDUM
OM-GO-2016-NEAP-004

Only applicants who meet the qualifications enumerated above may proceed to Phases II and III.

c. Phase II – Session Guide Writing (30%)

- i. Applicants must be given 2 hours to write a session guide including presentation materials to be delivered in 20 minutes. The Screening Committee shall assign a topic related to the K to 12 Program. The session guide must reflect adult learning methodologies and sources must be properly acknowledged in the materials.

d. Phase III – Facilitation Skills Demonstration (70%)

- i. Each applicant must be given 20 minutes to deliver their submitted session guide.
- ii. The rubrics for screening will be provided to the Regional HRDD.

- e. The regions are allowed to customize the topics to be delivered in Phases II & III depending on the content expected from the facilitators.

3. The Chief of the Human Resource Development Division shall organize and head the Regional Screening Committee.

The Regional Office may develop/adopt its own system and mechanism to efficiently conduct the screening of facilitators provided the criteria for selection are adhered to.

4. List of facilitators per Region must be submitted to deped.neap@gmail.com on or before March 28, 2016. The number of facilitators should be based on the pre-determined regional requirements for the Grade 11 Mass Training of Teachers.
5. Expenses relative to the conduct of this activity shall be charged against regional HRDD/local funds.
6. For further inquiries and clarifications, kindly contact NEAP Central Office in the following numbers: 02-6337237, 6339455, 635476 c/o Ms. Nida Caramat, SEPS, or through email at deped.neap@gmail.com.
7. Immediate dissemination of and appropriate action for this Memorandum is desired.

NEAP/JAS/ncc

2ND FLOOR, MARINI BUILDING, DEPED COMPLEX, MERALCO AVE., PASIG CITY, 1600
(02) 633-2633 ; 633-9455; 6354796 EMAIL: DEPED.NEAP@GMAIL.COM