



Republic of the Philippines
Department Of Education
Region XI
Schools Division of Panabo

40792

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2025-0282

To : Assistant Schools Division Superintendent
Chief of the Schools Governance and Operations Division
Chief of the Curriculum Implementation Division

Subject: **ATTENDANCE TO THE CONDUCT OF THE PROFESSIONAL DEVELOPMENT PROGRAM IN KADAKLAN (KEEPING ACCOUNTABILITY AT THE CORE: DRIVING ACTION, KNOWLEDGE, LEADERSHIP TO ACCELERATE AND NURTURE)**

Date: June 19, 2025

Attached is Regional Memorandum HRDD – 2025 – 139 and Advisory dated June 10, 2025 re: **Attendance to the Conduct of The Professional Development Program in KADAKLAN (Keeping Accountability at the Core: Driving Action, Knowledge, Leadership to Accelerate and Nurture)** on July 14-18, 2025 at DepEd Ecotech Center, Cebu City and July 28-August 01, 2025 at NEAP Baguio City. Other details are found in the enclosures.

With this, the following personnel are hereby directed to attend the said activity, to wit:

| NO. | NAME | POSITION | SCHEDULE | VENUE |
|-----|------------------------|-----------------------------------|--|---------------------------------|
| 1. | JANWARIO E. YAMOTA | CHIEF EDUCATION SUPERVISOR - CID | KADAKLAN BATCH 1 (JULY 14-18, 2025) | DepEd ECOTECH CENTER, CEBU CITY |
| 2. | AILENE B. AÑONUEVO PhD | CHIEF EDUCATION SUPERVISOR - SGOD | KADAKLAN BATCH 2 (JULY 28-AUGUST 01, 2025) | To be Announced |

Meals, board and lodging will be charged against NEAP Human Resource Development (HRD) Fund, while transportation, per diem, and other incidental expenses shall be chargeable against Central Office/RO/SDO HRD/local funds subject to the usual accounting and auditing rules and regulations.

Participants shall be entitled to service credits or Compensatory Time-Off (CTO) for the services rendered on Saturdays, Sundays, and Holidays as per DepEd Order No. 53, s. 2003 known as Updated Guidelines on Grants of Service Credits to Teachers.

For your information and guidance.

JINKY B. FIRMAN PhD, CESO VI
Schools Division Superintendent

Enclosed: As stated.
SGOD/ABA/HRTD/LSS

RELEASED



Schools Division Office of Panabo City
City Hall Drive, Brgy. JP Laurel, Km 31, Panabo City
Tel. Nos. (084)823 1469, (084) 628 4066

JUN 20 2025

RECORDS SECTION, SDO PANABO CITY
BY

Department of Education
OFFICE OF THE ASSISTANT SECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

June 10, 2025

ADVISORY

In reference to DepEd Memorandum DM-OUHRD-2025-1337, titled "*Conduct of the Professional Development Program: KADAKLAN (Keeping Accountability at the Core: Driving Action, Knowledge, and Leadership to Accelerate and Nurture)*," dated May 27, 2025, this is to inform all participating chiefs and classroom managers from the various Regional and Schools Division Offices that there is a change in venue for KADAKLAN Batch 1, as detailed below:

| ACTIVITY | PARTICIPANTS | CLASSROOM MANAGER/S | ORIGINAL VENUE | NEW VENUE |
|------------------------------------|--|--|--------------------------|---------------------------------|
| KADAKLAN Batch 1 (14-18 July 2025) | <ul style="list-style-type: none">Curriculum Implementation Division (CID) ChiefsCurriculum and Learning Management Division (CLMD) ChiefsField Technical Assistance Division (FTAD) ChiefsEducation Support Services Division (ESSD) ChiefsAdministrative Division Chiefs | <ul style="list-style-type: none">CARNCRRegion IRegion IIRegion IIIRegion IV-ACALABARZON | NEAP Baguio, Baguio City | DepEd Ecotech Center, Cebu City |

Classroom managers are expected to arrive at the venue on the evening of Sunday, July 13, 2025. Dinner will be the first meal served for the members of the Program Management Team.

Participants are advised to strictly follow the training schedule and are required to complete all assigned outputs in order to earn 15 Continuing Professional Development (CPD) credit units from the professional development program.



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Telephone Nos.: (+632) 8638-8638
Email Address: oas.hrod-neap@deped.gov.ph | Website: www.deped.gov.ph

| | | | |
|----------------|------------|------|--------|
| Doc. Ref. Code | PAWMEF-022 | Rev. | 01 |
| Effectivity | 09.20.21 | Page | 1 of 2 |



Any rebooking expenses incurred due to this change of venue may be charged to Central Office (CO), Regional Office (RO), or Schools Division Office (SDO) local and HRD funds, subject to the usual accounting and auditing rules and regulations.

For further inquiries or clarifications, you may contact the NEAP – Professional Development Division via email at neap.pdd@deped.gov.ph or landline at (02) 8715-9919.

Thank you for your continued understanding and cooperation.

Carmela C. Oracion
CARMELA C. ORACION
Assistant Secretary

Human Resource and Organizational Development
(National Educators Academy of the Philippines)



Republic of the Philippines
Department of Education
DAVAO REGION

June 9, 2025

REGIONAL MEMORANDUM
HRDD-2025-139

ATTENDANCE TO THE CONDUCT OF THE PROFESSIONAL DEVELOPMENT
PROGRAM IN **KADAKLAN** (KEEPING ACCOUNTABILITY AT THE CORE:
DRIVING ACTION, KNOWLEDGE, LEADERSHIP
TO ACCELERATE AND NURTURE)

To: Assistant Regional Director
Schools Division Superintendents
RO Functional Division Chiefs

1. This has reference to DM- OUHROD-2025-1337 for the conduct of **KADAKLAN** as Professional Development Program of the National Educators Academy of the Philippines (NEAP) for school leaders, dated May 30, 2025.
2. This program intensifies strong collaboration among instructional leaders in the Regional Office and SDOs toward effective learning outcomes and good governance of accountability and ethical leadership.
3. The conduct of this program is divided into 2 phases:

| Activity | Dates | Participants | Venue |
|------------------|-------------------------|--|------------------|
| KADAKLAN Batch 1 | July 14-18, 2025 | Chiefs of the CID, CLMD, FTAD, ESSD and AD | NEAP Baguio City |
| KADAKLAN Batch 2 | July 28-August 01, 2025 | Chiefs of the SGOD, PPRD, QAD, HRDD and FD SEPS to serve as Classroom Manager | |

4. The confirmation of attendance is open on or before July 4, 2025 through <https://tinyurl.com/REGISTRATION-KADAKLAN-2025> or through <https://forms.office.com/r/bNA5eA76jy> and <https://tinyurl.com/KADAKLAN-EndorsementForm> or <https://forms.office.com/r/UidzQX4XRE> for SEPS.
5. The expenses for the board and lodging be charged against NEAP Human Resource Development (HRD) Fund while transportation, per diem, and other incidental expenses will be charged to RO/SDO HRD/Local Funds subject to the usual accounting and auditing rules and regulations.
6. Further details are explained in the enclosure.

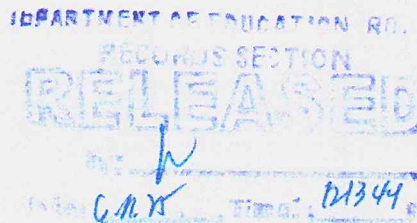


Republic of the Philippines
Department of Education
DAVAO REGION

7. Immediate dissemination of this Memorandum is desired.

ALLAN G. FARNAZO
Director IV

Encl.: As stated
ROH7/jlb



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-0051
Email Address: region11@deped.gov.ph
Website: www.depedroxi.ph





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Department of Education


OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT


MEMORANDUM

DM-OUHROD-2025-1337

TO : Regional Directors
Regional Office Chiefs
Schools Division Office Chiefs
All Others Concerned

29 MAY 2025
JUL 12/13 44
4-09

FROM : 
WILFREDO E. CABRAL
Undersecretary
Human Resource and Organizational Development


CARMELA C. ORACION
Assistant Secretary
Human Resource and Organizational Development
(National Educators Academy of the Philippines)

SUBJECT : **CONDUCT OF THE PROFESSIONAL DEVELOPMENT PROGRAM
"KADAKLAN (KEEPING ACCOUNTABILITY AT THE CORE:
DRIVING ACTION, KNOWLEDGE, AND LEADERSHIP TO
ACCELERATE AND NURTURE)"**

DATE : 27 May 2025

1. In line with initiatives to enhance the quality of school leaders, the National Educators Academy of the Philippines (NEAP) will conduct the professional development program titled **KADAKLAN (Keeping Accountability at the Core: Driving Action, Knowledge, and Leadership to Accelerate and Nurture)**, with schedule as follows:

| Activity | Date | Venue/Modality |
|------------------|-----------------------------|-------------------------------|
| KADAKLAN Batch 1 | 14-18 July 2025 | NEAP Baguio (face-to-face) |
| KADAKLAN Batch 2 | 28 July - 01 August 2025 | |

2. The program aims to enhance the instructional leadership skills of the Regional Office (RO) and the Schools Division Office (SDO) Chiefs to bring about improved teaching and learning outcomes, strengthen their governance strategies for a more effective school leadership, and develop a culture of accountability and ethical leadership.

3. In this regard, we would like to request the participation of RO and SDO Chiefs in the program, based on the following allocation per functional division:

| Activity | Participants | Allocation |
|---|---|------------|
| KADAKLAN Batch 1 (14-18 July 2025) | Curriculum Implementation Division (CID) Chiefs | 219 |
| | Curriculum and Learning Management Division (CLMD) Chiefs | 17 |
| | Field Technical Assistance Division (FTAD) Chiefs | 17 |
| | Education Support Services Division (ESSD) Chiefs | 17 |
| | Administrative Division Chiefs | 17 |
| | Total | 287 |
| KADAKLAN Batch 2 (28 July – 01 August 2025) | School Governance and Operations Division (SGOD) Chiefs | 219 |
| | Policy, Planning, and Research Division (PPRD) Chiefs | 17 |
| | Quality Assurance Division (QAD) Chiefs | 17 |
| | Human Resource Development Division (HRDD) Chiefs | 17 |
| | Finance Division Chiefs | 17 |
| | Total | 287 |

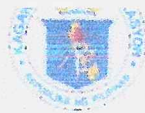
4. The identified participants are advised to confirm their attendance through the registration link <https://tinyurl.com/REGISTRATION-KADAKLAN-2025> (alternate link: <https://forms.office.com/r/bNA5eA76iy>) on or before 04 July 2025.
5. The ROs are also requested to endorse Senior Education Program Specialists (SEPS) and/or Education Program Specialists (EPS) II from the RO or any SDOs within their jurisdiction to serve as Classroom Managers for the whole duration of the program. The endorsement shall be accomplished by the designated RO personnel through the link <https://tinyurl.com/KADAKLAN-EndorsementForm> (alternate link: <https://forms.office.com/r/UidzOX4XRB>). The regional allocation of RO/SDO SEPS/EPS II is as follows:

| Activity | Region | Allocation |
|---|--------------|------------|
| KADAKLAN Batch 1 (14-18 July 2025) | CAR | 2 |
| | NCR | 2 |
| | I | 2 |
| | II | 2 |
| | III | 2 |
| | IV-A | 2 |
| | Total | 12 |
| KADAKLAN Batch 2 (28 July – 01 August 2025) | IV-B | 2 |
| | V | 1 |
| | VI | 1 |
| | VII | 1 |
| | VIII | 1 |
| | IX | 1 |
| | X | 1 |
| | XI | 1 |
| | XII | 1 |
| | XIII | 1 |
| | Total | 12 |

6. Enclosed are the following documents, for reference:
- Enclosure 1 - Program of Activities*
 - Enclosure 2 - Meal Provision Guide*
 - Enclosure 3 - NEAP Program Management Team Members*
7. The participants are reminded to bring their own laptops, chargers, extension cords, and other sources of internet connectivity (e.g., mobile data, pocket wifi, etc.).
8. The participants' board and lodging will be charged against NEAP Human Resource Development (HRD) Fund while their transportation, per diem, and other incidental expenses will be charged to Central Office/RO/SDO HRD/local funds subject to the usual accounting and auditing rules and regulations.
9. Should you have questions and concerns, please contact **NEAP Professional Development Division** through email neap.pdd@deped.gov.ph or landline (02) 8715-9919.
10. For immediate dissemination and appropriate action.

Copy furnished:
OFFICE OF THE SECRETARY
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS





Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 1:

PROGRAM OF ACTIVITIES

Conduct of Keeping Accountability at the Core: Driving with Action, Knowledge, and Leadership to Accelerate and Nurture (KADAKLAN)

Batches 1 (July 14 – 18, 2025) & 2 (July 28 – August 1, 2025)

NEAP Baguio

Day 1

| TIME | ACTIVITY | |
|------------------|---------------------------------|---|
| 1:00 – 2:00 p.m. | Registration | |
| 2:01 – 3:30 p.m. | Opening Program | |
| | Nationalistic Song | AVP |
| | Prayer | |
| | Quality Policy | |
| | Message of Support | WILFREDO E. CABRAL <i>Undersecretary</i> <i>Human Resource and Organizational Development</i> |
| | Inspirational Message | CARMELA C. ORACION <i>Assistant Secretary</i> <i>Human Resource and Organizational Development</i> <i>(National Educators Academy of the Philippines)</i> |
| | Welcome Remarks | JENNIFER E. LOPEZ <i>Director IV</i> <i>National Educators Academy of the Philippines</i> |
| | Overview | MARIFE T. MORCILLA <i>Project Development Officer V</i> <i>National Educators Academy of the Philippines</i> |
| | Acknowledgement of Participants | ALEXANDER SIMAGALA <i>Project Development Officer IV</i> <i>National Educators Academy of the Philippines</i> |
| 3:3 – 4:30 p.m. | Pre-Assessment | |
| 4:31 – 5:00 p.m. | End of Day Evaluation | |

Day 2 (Hearts that Lead)

| TIME | TOPICS | OBJECTIVES |
|-------------------------|---|--|
| | | At the end of the session, the School Heads will be able to do the following: |
| 8:00 – 8:30 a.m. | MANAGEMENT OF LEARNING | |
| 8:31 – 10:30 a.m. | Leading with Purpose – The Role of Supervisors in Shaping Educational Culture | <ul style="list-style-type: none">• understand the influence of leadership behavior on organizational culture in educational settings• analyze and reflect on current leadership practices that shape workplace culture• value the importance of leading by example in fostering a positive, inclusive, and learner-centered environment |
| 10:31 – 10:45 a.m. | HEALTH BREAK | |
| 10:46 a.m. – 12:00 p.m. | Leading with Purpose – The Role of Supervisors in Shaping Educational Culture | |
| 12:01 – 1:00 p.m. | LUNCH BREAK | |

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| | | |
|------------------|---|--|
| 1:01 – 3:00 p.m. | Values-Based Leadership in Curriculum and Change Management | <ul style="list-style-type: none">• recognize principles of values-based leadership in curriculum implementation and change processes• apply ethical frameworks in making curriculum-related decisions• advocate for fairness, inclusivity, and respect in leading curricular and systemic changes |
| 3:01 – 3:15 p.m. | HEALTH BREAK | |
| 3:16 – 4:30 p.m. | Values-Based Leadership in Curriculum and Change Management | |
| 4:31 – 5:00 p.m. | END-OF-DAY EVALUATION | |

Day 3 (Hands that Build)

| TIME | TOPICS | OBJECTIVES |
|-----------------|--|--|
| 0 – 8:30 a.m. | | At the end of the session, the School Heads will be able to do the following: |
| 1 – 10:30 a.m. | MANAGEMENT OF LEARNING | <ul style="list-style-type: none">• identify key new technological and AI tools and their application in curriculum monitoring and instructional support• use new technological and AI platforms to analyze data on curriculum implementation and learning outcomes• appreciate the role of innovation and technology in improving educational supervision |
| 31 – 10:45 a.m. | Technology for Curriculum Monitoring and Instructional Support | |
| 46 a.m. – 12:00 | HEALTH BREAK | |
| | Technology for Curriculum Monitoring and Instructional Support | |
| 11 – 1:00 p.m. | LUNCH BREAK | <ul style="list-style-type: none">• recognize the principles and tools of continuous improvement in education• facilitate data-informed reflection and innovation initiatives; and• embrace a mindset of learning, adaptability, and growth |
| – 3:00 p.m. | Leading Continuous Improvement and Innovation | |
| – 3:15 p.m. | HEALTH BREAK | |
| – 4:30 p.m. | Leading Continuous Improvement and Innovation | |
| – 5:00 p.m. | END-OF-DAY EVALUATION | |

Day 4 (Minds that Illuminate)

| TIME | TOPICS | OBJECTIVES |
|--------------|---|--|
| - 8:30 a.m. | | At the end of the session, the School Heads will be able to do the following: |
| - 10:30 a.m. | | MANAGEMENT OF LEARNING |
| - 10:45 a.m. | Building Shared Accountability Frameworks | <ul style="list-style-type: none">• understand the elements and processes of an effective shared accountability framework• design a system that tracks progress and clarifies stakeholder roles in achieving educational goals• promote collaboration and trust among education stakeholders |
| a.m. – 12:00 | HEALTH BREAK | |
| | Building Shared Accountability Frameworks | |
| - 1:00 p.m. | | |
| | | LUNCH BREAK |

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| | | |
|------------------|---|---|
| 8:01 – 3:00 p.m. | Mentoring and Coaching for Leadership Development | <ul style="list-style-type: none">• understand effective mentoring and coaching principles aligned with leadership development• design mentoring strategies supported by data and AI tools• commit to empowering others through supportive professional relationships |
| 8:01 – 3:15 p.m. | HEALTH BREAK | |
| 8:16 – 4:30 p.m. | Mentoring and Coaching for Leadership Development | |
| 8:31 – 5:00 p.m. | END-OF-DAY EVALUATION | |

Day 5

| TIME | ACTIVITY |
|-------------------------|--|
| 8:30 – 8:00 a.m. | MANAGEMENT OF LEARNING |
| 8:01 – 10:00 a.m. | <p>Workshop on Action Planning</p> <p>The Chiefs will be able to do the following:</p> <ul style="list-style-type: none"> • recall and integrate key concepts from the training as foundation for their Work Action Plan; • apply what they have learned in the training to draft a well-structured and context-specific Work Action Plan; and • demonstrate commitment to transforming training learnings into actionable plans. |
| 10:01 – 11:00 a.m. | Post-Assessment |
| 11:01 a.m. – 12:00 p.m. | Closing Program |
| 12:01 p.m. onwards | Egress |

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 2:

MEAL PROVISION GUIDE

Conduct of Keeping Accountability at the core: Driving with Action, Knowledge, and Leadership to Accelerate and Nurture (KADAKLAN)
Batch 1

NEAP Baguio – July 14 – 18, 2025

| Meals | July 14, 2025 | July 15, 2025 | July 16, 2025 | July 17, 2025 | July 18, 2025 |
|-----------|------------------|------------------|------------------|------------------|------------------|
| | Monday | Tuesday | Wednesday | Thursday | Friday |
| Breakfast | | ✓ | ✓ | ✓ | ✓ |
| AM Snack | | ✓ | ✓ | ✓ | ✓ |
| Lunch | | ✓ | ✓ | ✓ | ✓ |
| PM Snack | ✓ | ✓ | ✓ | ✓ | |
| Dinner | ✓ | ✓ | ✓ | ✓ | |

Batch 2

NEAP Baguio – July 28 – August 1, 2025

| Meals | July 28, 2025 | July 29, 2025 | July 30, 2025 | July 31, 2025 | August 1, 2025 |
|-----------|------------------|------------------|------------------|------------------|-------------------|
| | Monday | Tuesday | Wednesday | Thursday | Friday |
| Breakfast | | ✓ | ✓ | ✓ | ✓ |
| AM Snack | | ✓ | ✓ | ✓ | ✓ |
| Lunch | | ✓ | ✓ | ✓ | ✓ |
| PM Snack | ✓ | ✓ | ✓ | ✓ | |
| Dinner | ✓ | ✓ | ✓ | ✓ | |



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Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 3:

NEAP PROGRAM MANAGEMENT TEAM

**Conduct of Keeping Accountability at the core: Driving with Action, Knowledge,
and Leadership to Accelerate and Nurture (KADAKLAN)**

| NAME | POSITION | OFFICE/ STATION |
|--------------------------|--|-----------------------------------|
| Jennifer E. Lopez | Director IV | NEAP -DepEd Central Office |
| Margarita C. Ballesteros | Director IV | NEAP -DepEd Central Office |
| Leah B. Apao | Director III | NEAP -DepEd Central Office |
| Marife T. Morcilla | Project Development Officer V | NEAP-PDD, DepEd Central Office |
| Alexander Simagala | Project Development Officer IV | NEAP-PDD, DepEd Central Office |
| Billy Rei M. Pagba | Senior Education Program Specialist | NEAP-PDD, DepEd Central Office |
| Mathew M. Bofete | Project Development Officer II | NEAP-PDD, DepEd Central Office |
| Aizyl Ann E. Natanauan | Technical Assistant II | NEAP-PDD, DepEd Central Office |
| Eric T. Sarmiento | Administrative Officer V | NEAP-PDD, DepEd Central Office |