



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

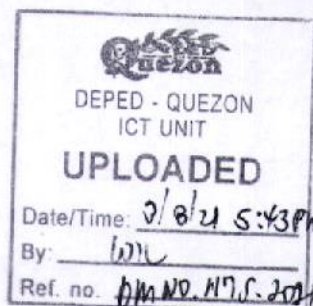
08 March 2021

DIVISION MEMORANDUM
DM No. 117, s. 2021

**CAPACITY BUILDING ON ENGAGING SCHOOL LEADERS AND SUPERVISORS IN
NAVIGATING COMPUTER APPLICATIONS/COMMUNICATION PLATFORMS
AND THEIR UTILIZATION**

To: OIC-Assistant Schools Division Superintendents, CID and SGOD Chiefs, Education Program Supervisors and Specialists, Public Schools District Supervisors, Secondary and Elementary School Heads, and All Concerned

1. To further help the school leaders and supervisors on improving the school operations and learning management in the Schools Division, this Office through the Human Resource Training and Development announces the conduct of the Schools Division Office (SDO) Course 2 Implementation regarding the **Capacity Building on Engaging School Leaders and Supervisors in Navigating Computer Applications/Communication Platforms and their Utilization**. This activity is organized and shall be facilitated by the National Educators Academy of the Philippines (NEAP) - CALABARZON and Human Resource Development (HRD).
2. Please be advised that the said capacity building will be held on **March 22-26, 2021, 8:00 a.m.** via **livestream**. This shall be participated by **all school heads and supervisors**.
3. In this regard, **participants are advised to pre-register** through **tinyurl.com/CB-NCACP21** on or before **March 12, 2021** to confirm their attendance to the said activity. Participants shall receive a Google Classroom invitation a week before the activity proper.
4. Immediate dissemination of this Memorandum is highly desired.



ELIAS A. ALICAYA JR., EdD
Assistant Schools Division Superintendent
Office-In-Charge
Office of the Schools Division Superintendent

hrdmgd03/04/2021

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Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
GATE 2, KARANGALAN VILLAGE
1900 CAINTA, RIZAL




26 January 2021

Regional Memorandum

SCHEDULE OF SDO IMPLEMENTATION OF NEAP-RECOGNIZED PROGRAM/COURSE

To **Schools Division Superintendents Concerned**

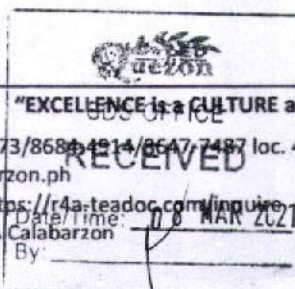
1. This Office through the National Educators Academy of the Philippines-CALABARZON announces the final schedule of SDOs rollout of **Capacity Building Program for Teachers and School Leaders on Engaging School Leaders and Teachers in Navigating Computer Applications/Communication Platforms and Its Utilization for the Improvement of School Operations and Learning Management**. Please refer to the attached schedule.
2. The Program Implementers of Cluster SDOs is advised to coordinate with the Regional Program Management Team and Learning Facilitators before, during and after the SDOs rollout for Technical Assistance.
3. For further queries and clarifications regarding preparation for the implementation of the said course, please contact Mr. Mark Anthony R. Malonzo through e-mail at neap.calabarzon@deped.gov.ph, markanthony.malonzo001@deped.gov.ph or via Messenger.
4. Immediate dissemination of this memorandum to all concerned is expected.


WILFREDO E. CABRAL
Regional Director

hrdd/neap/marm



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Document Inquiry : <https://r4a-teadoc.com/inquire>
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FINAL IMPLEMENTATION SCHEDULE OF COURSE 2

Date	Participants	SDO
February 8-12, 2021	Teachers, School Heads, and Supervisors	Sta. Rosa (Livestream Lead) Antipolo City General Trias City
February 15-19, 2021	Teachers, School Heads, and Supervisors	Binan City Calamba City San Pablo City
	Newly Hired Teachers	Cavite Province (Livestream Lead)
March 1-5, 2021	Teachers, School Heads, and Supervisors	Batangas Province (Livestream Lead) Batangas City Tanauan City Lipa City
March 15-19, 2021	Teachers, School Heads, and Supervisors	Rizal Province
March 22-26, 2021	Teachers, School Heads and Supervisors	Lucena City Cabuyao City Tayabas City Quezon Province
May 4-6, 2021	Supervisors	Imus City
May 11-13, 2021	School Heads	
July 19-21, 2021	Teachers	