



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



04 May 2023

DIVISION MEMORANDUM

DM No. 303, s. 2023

**SUBMISSION OF SCHOOL-BASED REPORT RELATED TO THE IMPLEMENTATION OF
INDUCTION PROGRAM FOR BEGINNING TEACHERS (IPBT)**

To: Assistant Schools Division Superintendents
Division Chiefs
School Heads In-Charge of Governance and Operations
Public Schools District Supervisors
District HRD Coordinators/Focal Persons
All Others Concerned

1. In relation to the implementation of the **Induction Program for Beginning Teachers (IPBT)** as per DepEd Memorandum (DM)-OUHRDO-2023-0526 titled Submission of Reports and Other Activities Related to the Pilot Implementation of Induction Program for Beginning Teachers (IPBT), this Office through the Human Resource Development Section (HRDS) advises all public elementary and secondary schools regarding the **submission of school-based reports.**
2. To facilitate the effective and organized submission of the school monitoring and evaluation form on IPBT, the District Human Resource Development (HRD) focal persons shall consolidate the report and submit it to the HRDS by uploading the said file through <https://tinyurl.com/DistIPBT-Sumreport23> not later than **May 16, 2023.**
3. The District HRD focal persons, in coordination with the Public Schools District Supervisor (PSDS), shall inform schools regarding the submission of the IPBT report at the district level to facilitate the consolidation of the report.

DEPEDQUEZON-TM-SDS-04-009-003



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Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
Email Address: quezon@deped.gov.ph
Website: www.depedquezon.com.ph



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Please be advised of the following template;

Completion Report Template	Link here to download
School	https://tinyurl.com/TIIPBTSchool2023
District	https://tinyurl.com/TIIPBTDistrict2023

- Moreover, the HRDS will conduct **technical assistance with the District HRD focal persons** on **May 9, 2023, at 1:30 p.m.** via Zoom, to shed light on the preparation of the said report.
- The HRD focal persons shall register online through <https://tinyurl.com/DistHRDmeetingTIP-PBT23> not later than **May 7, 2023**, to confirm their attendance at the meeting. The meeting link will be sent to their registered email address prior to the meeting proper.
- Immediate and widest dissemination of this Memorandum is highly desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent 

hrdmjps05/04/2023

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Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY


HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM

DM-OUHROD-2023-0526

TO : Regional Directors
School Division Superintendents
School Heads
All Others Concerned

ATTENTION : Chiefs, Human Resource and Development Division
NEAP-R Focal Persons

FROM : 
GLORIA JUMAMIL-MERCADO
Undersecretary for Human Resource and Organizational Development

SUBJECT : **SUBMISSION OF REPORTS AND OTHER ACTIVITIES RELATED TO THE PILOT IMPLEMENTATION OF INDUCTION PROGRAM FOR BEGINNING TEACHERS (IPBT)**

DATE : April 17, 2023

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1. This has reference to the pilot implementation of the Induction Program for Beginning Teachers (IPBT). The IPBT intends to provide a systematic and comprehensive support system for newly hired teachers to seamlessly immerse them in the teaching profession in the public school system. The main objective of the pilot implementation is to further streamline the processes and practices vis-a-vis the draft Implementing Guidelines for IPBT. It also aims to gather insights from participating stakeholders through surveys and focused group discussions for more evidenced-based inputs in the improvement of the program and resulting policy.
 2. Relative to these, schools are directed to submit their report to the Schools Division Office (SDO) through their respective Public Schools District Supervisors (PSDS) or designated IPBT focal person. Schools may use the Year 1 IPBT Report templates included in the resource package of IPBT. These can also be downloaded from bit.ly/IPBTPilotTemplates.
 3. SDOs shall submit the IPBT M&E results through bit.ly/sdoipbtreport on or before **May 19, 2023**. Regional IPBT focal persons shall ensure the timely submission of the said report.
 4. As part of the pilot implementation data gathering process, selected teachers, mentors, and school heads who participated in the pilot implementation are required to answer the survey form indicated in *Enclosure 1*. Respondents were chosen via stratified sampling based on the list of participating schools submitted by the ROs. Survey responses will be accepted until **May 19, 2023**.

5. Subsequent activities related to IPBT such as the focus group discussions with selected stakeholders from different governance levels will be issued through a separate memorandum.
6. For more information and clarifications, please contact **Ms. Richie Vesagas** of the **National Educators Academy of the Philippines-Professional Development Division**, Department of Education at DepEd Central Office, Room 211 Mabini Building, DepEd Complex, Meralco Ave., Pasig City through email at pdd.pdi@deped.gov.ph or telefax number (02) 8715-9919.
7. For appropriate action and strict compliance. Thank you.

[NEAP-PDD/Vesagas]

Enclosure 1: Survey Links and Selected Respondents

- Survey link for Beginning Teachers: [bit.ly_ipbtyear1teacher](https://bit.ly/ipbtyear1teacher)
- Survey link for Mentors: [bit.ly_ipbtyear1mentor](https://bit.ly/ipbtyear1mentor)
- Survey link for School Heads: [bit.ly_ipbtyear1schoolhead](https://bit.ly/ipbtyear1schoolhead)

CAR: SET A		
SDO	School	Survey Respondents (Mentor and Mentee Pair, with School Head)
Abra	Alimosgan ES	1. Trondillo, Beverly B. 2. Assigned IPBT Mentor 3. School Head
Apayao	BACDA NATIONAL HIGH SCHOOL	1. ROMEL DINGLE SIBAYAN 2. Assigned IPBT Mentor 3. School Head
Ifugao	Itab Elementary School	1. Renalyn M. Litana 2. Assigned IPBT Mentor 3. School Head
Kalinga	Bangad NHS	1. Joy G. Sumerbang 2. Assigned IPBT Mentor 3. School Head
Baguio City	Baguio City NHS	1. Alvin Noel D. Gayados 2. Assigned IPBT Mentor 3. School Head
Tabuk City	Calaccad National High School	1. Marzan, Rodencio Jr. E. 2. Assigned IPBT Mentor 3. School Head

CAR: SET B			
SDO	Survey Respondents from Different Schools		
	1 IPBT Participant from:	1 IPBT Mentor from:	School Head from:
Benguet	Lam-avan IS	Abucot Integrated School	Kiwas Integrated School
	Tuding ES	Miguel Palispis Elementary School	Balangabang ES
	Benguet National High School-Main	Cordillera Regional Science High School	Twin Peaks National High School
Mt. Province	Anabel ES	Cadad-anan ES	Leseb ES
	Saclit NHS	Besao NHS	MP SPED Center
	Sagada District	Barlig District	Bekigan ES

Region 1: SET A		
SDO	School	Survey Respondents (Mentor and Mentee Pair, with School Head)
Ilocos Sur	GALIMUYOD INTEGRATED SCHOOL	1. SANCHEZ, JOHN RAY SAAVEDRA 2. Assigned IPBT Mentor 3. School Head
La Union	DR. MANUEL T. CASES SR. NHS	1. PAZ, CATHERINE B. 2. Assigned IPBT Mentor