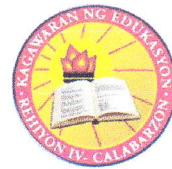




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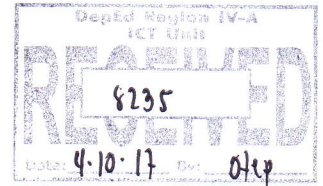
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**TO :** ALL SCHOOLS DIVISION SUPERINTENDENTS

**FROM :** DIOSDADO M. SAN ANTONIO  
*Director IV*

**SUBJECT :** SCREENING OF PARTICIPANTS TO ATTEND THE CAPACITY BUILDING AND CERTIFICATION OF TRAINING PROGRAM FACILITATORS

**DATE :** April 6, 2017



In line with the unnumbered DepEd Memorandum on the Screening, Capacity Building and Certification of Training Program Facilitators and Training of Monitors, this Office will conduct the screening process on April 19, 2017, 8:00 AM to 5:00 PM for assessors and learning facilitators at the Regional Office, Gate 2, Karangalan Village, Cainta, Rizal with the following qualifications and requirements:

**For Assessors:**

1. Must preferably be a Regional, Division and District Supervisors;
2. Should have served as Learning Facilitator in various DepEd Trainings (Division, Regional, National);
3. Should have been rated excellent in the sessions handled in the trainings conducted by DepEd;
4. Should have been evaluated at least VS in the performance evaluation for the past two performance evaluation cycles;
5. Should be physically fit; and
6. Should have been rated at least 3.5 in the Core Behavioral Competency Assessment (Division-based personnel should be rated by the SDS)

**For Learning Facilitators (LFs):**

1. Should have finished the course on Facilitation Skills with certificate of completion;
2. Education Program Supervisor, Head Teacher, SEPS or any equivalent;





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3. Demonstrated excellent facilitation skills during the conduct of K to 12 National Training of Trainers (NTOT), Mass Training of Teachers (MTOT), School Heads Development Program (SHDP), and other DepEd-initiated training programs.
4. Had been a trainer for the last three (3) years;
5. Be physically fit (or certified by a government physician);
6. Have a good command of English and Filipino;
7. Willing to serve as trainer/facilitator in the region above all other activities;
8. Be computer literate; and
9. Must not be more than 55 years old.

All qualified participants will attend the National Training on Capacity Building and Certification of Training Program Facilitators on May 22-26, 2017.

Please submit all the requirements with means of verification at HRDD Office on or before April 12, 2017.

Immediate dissemination on and strict compliance of to this Memorandum is desired.

