



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



19 January 2021

**Regional Memorandum**

**ONLINE ORIENTATION ON CONTINUING PROFESSIONAL DEVELOPMENT (CPD)  
APPLICATION PROCESS FOR RO and SCHOOLS DIVISION OFFICES OF DepEd  
CALABARZON**

To **School Division Superintendents  
RO Functional Division Chiefs  
All Concerned Personnel**

1. In reference to DepEd Memorandum "Continuing Professional Development (CPD) Application Process for DepEd Central Office and DepEd Regional Offices to the Professional Regulation Commission (PRC)", this office through the National Educators Academy of the Philippines in the region (NEAP-R) will conduct an online orientation on CPD Application Process for RO and Schools Division Offices of DepEd CALABARZON on **February 3, 2022 at 9:00AM via Google Meet**.
2. The target participants of this activity are the Regional Office Functional Division Chiefs, HRD Specialists and at least two (2) program proponents per SDO. All participants are expected to sign up for registration on the link indicated below on or before January 31, 2022.

**Registration Link**

<https://bit.ly/4A06CPDREG>

3. The activity aims to:
  - a. identify the duties and responsibilities of RO and SDO as a program proponent and the regional office as the CPD Provider;
  - b. recognize the documentary requirements to be submitted through CPD Accreditation System (CPDAs); and,
  - c. guide the target participants about the CPD program application process.



**"EXCELLENCE is a CULTURE and QUALITY is a COMMITMENT"**

**Trunkline:** 02-8682-5773/8684-4914/8647-7487

**Website:** [depedcalabarzon.ph](http://depedcalabarzon.ph)

**Document Inquiry :** <https://r4a-teadoc.com/inquire>

**Facebook:** DepEd R-4A Calabarzon

4. For queries you may contact Jonalyn B. Pattalitan through email at [cpdas.neap4a@deped.gov.ph](mailto:cpdas.neap4a@deped.gov.ph).
5. Immediate dissemination of this Memorandum is desired.

  
**FRANCIS CESAR B. BRINGAS**  
Regional Director 

Hrdd/jbp

**ONLINE ORIENTATION ON CONTINUING PROFESSIONAL DEVELOPMENT (CPD)  
APPLICATION PROCESS FOR SCHOOLS DIVISION OFFICES OF DepEd CALABARZON**

**ACTIVITY FLOW**

TIME	ACTIVITY
9:00AM – 9:30AM (30 minutes)	<b>Opening Program</b> <ul style="list-style-type: none"> <li>• Preliminary</li> <li>• Introduction of Participants</li> <li>• Welcome Message/Statement of Purpose</li> <li>• Overview of the Activity</li> </ul>
9:30AM – 10:15AM (45 minutes)	<b>Orientation Proper</b> <ul style="list-style-type: none"> <li>• CPD Program Application Process and Requirements</li> </ul>
10:15AM – 10:25AM (10 minutes)	Health Break
10:25AM – 10:45AM (20 minutes)	<ul style="list-style-type: none"> <li>• Open Forum</li> </ul>
10:45AM – 11:00AM (15 minutes)	<b>Closing Program</b> <ul style="list-style-type: none"> <li>• Wrapping Up</li> <li>• Reminders</li> </ul>