

Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON



31 October 2023

**Regional Memorandum**  
No. 665 s. 2023

**CONDUCT OF ACTIVITIES FOR SPECIALIZED TRAINING  
PROGRAM FOR NATIONAL QUALIFYING EXAMINATION FOR  
SCHOOL HEADS (NQESH) CATEGORY B**

To: **Schools Division Superintendents**

1. Enclosed is the Advisory dated October 12, 2023 from National Educators Academy of the Philippines on the conduct of specialized training program for National Qualifying Examination for School Heads (NQESH) Category B.
2. Relative to this, this Office, through the Human Resource Development Division-National Educators Academy of the Philippines in the Region (HRDD-NEAP R), disseminates the conduct of the following activities and the target dates and venues:

Title of Activity	Target Dates	Venue
Orientation of the Resource Speakers and Regional Program Management Team	November 29- December 2, 2023	Baguio Teachers' Camp, Baguio City
Implementation – Cluster 2 Luzon B  Region 4A: <b>496</b> participants	January 15-19, 2024	Baguio Teachers' Camp, Baguio City
Implementation-Cluster 3 VisMin A (with 4A)  Region 4A: <b>73</b> participants	January 29- February 2, 2024	DepEd Ecotech Center, Lahug, Cebu City






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3. Participants in the said activities are Program Management Team (PMT) from HRDD-NEAP R and NQESH Category B aspiring school heads who successfully completed the coaching and mentoring sessions. Please see the attached list of Regional PMT, while the list of NQESH Category B participants per batch shall be released in a separate issuance.
4. For the Orientation of the Resource Speakers and PMT and the program implementation for NQESH Category B, board and lodging and other incidental expenses shall be charged FY 2023 Funds of NEAP-PDD, while their travel expenses shall be charged against their respective HRD or local funds subject to the usual accounting and auditing rules and regulations.
5. Check-in time for Orientation of Resource Speakers and Regional PMT is 2:00 p.m. on November 29, 2023 (Wednesday) and check-out time is 12:00 n.n. on December 2, 2023 (Saturday). For program implementation for NQESH Category B, check-in time is 2:00 p.m. on Monday of the specified week and check-out time is 12:00 n.n. on Friday of the specified week.
6. For Intensive Leadership Training for NQESH Category C, a separate issuance on the dates and venue of implementation will be released by NEAP CO as the materials development is still ongoing.
7. For inquiries and clarifications, please contact Dr. Eduarda M. Zapanta, Chief Education Supervisor or Mr. Bryan A. Pobe, Education Program Supervisor of HRDD-NEAP R through email at [hrd.calabarzon@deped.gov.ph](mailto:hrd.calabarzon@deped.gov.ph)
8. Immediate dissemination of this Memorandum to all concerned is earnestly desired.

  
**ATTY. ALBERTO T. ESCOBARTE, CESO II**  
 Regional Director 



Attachment to Regional Memorandum 665, s. 2023

CONDUCT OF ACTIVITIES FOR SPECIALIZED TRAINING PROGRAM FOR  
NATIONAL QUALIFYING EXAMINATION FOR SCHOOL HEADS (NQESH)  
CATEGORY B

**Orientation of the Resource Speakers and  
Regional Program Management Team**

November 29-December 2, 2023/ Baguio Teachers' Camp, Baguio City

No.	Name	Sex	Designation	Office/Division
1	Eduarda M. Zapanta	Female	Chief Education Supervisor	HRDD-NEAP R
2	Bryan A. Pobe	Male	Education Program Supervisor	
3	Jisela N. Ulpina	Female	Education Program Supervisor	





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NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

12 October 2023

**ADVISORY**

In reference to DM-OUHROD-2023-1103 titled "Conduct of Activities for the Development of Specialized Training Programs for the National Qualifying Examination for School Heads (NQESH) Categories B and C" released dated 6 September 2023, please be guided with the following implementation dates of the aforementioned programs:

a. Coaching and Mentoring of the NQESH Category B

Title of the Activity	Target Date	Venue
A. Orientation of the Resource Speakers and the Regional Program Management Team	November 29 – December 2, 2023	Baguio Teacher's Camp, Baguio City
B. Implementation Cluster 2 Luzon B	January 15 – 19, 2024	Baguio Teacher's Camp, Baguio City
C. Implementation Cluster 3 VisMin A	January 29 – February 2, 2024	DepEd Ecotech Center, Lahug, Cebu City
D. Implementation Cluster 4 VisMin B	February 19 – 23, 2024	DepEd Ecotech Center, Lahug, Cebu City
E. Implementation Cluster 1 Luzon A	March 18 – 22, 2024	Baguio Teacher's Camp, Baguio City

- For the Orientation of the Resource Speakers and the Regional Program Management Team (PMT), the board and lodging and other incidental expenses of the DepEd participants shall be charged against FY 2023 Funds of NEAP – PDD, while their travel expenses shall be charged against their respective HRD or local funds, subject to accounting rules and regulations.
- The participants may check in on November 29, 2023 from 2:00pm onward and are expected to be present at the opening program on November 30, 2023 at 8:00 am. Check out time will be at 12:00 noon on December 2, 2023. The indicative program will be sent to those who registered to the Orientation link found in DM-OUHROD-2023-1103.

**Address:** 2/F Mabini Building, DepEd Complex, Meralco Avenue, Pasig City 1600  
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**Email Address:** neap.od@deped.gov.ph  
**Website:** www.deped.gov.ph





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Meals	November 29 Wednesday	November 30 Thursday	December 1 Friday	December 2 Saturday
Breakfast		✓	✓	✓
AM Snack		✓	✓	✓
Lunch		✓	✓	✓
PM Snack	✓	✓	✓	
Dinner	✓	✓	✓	

- For the program implementation, the board and lodging and other incidental expenses of all the participants shall be charged against FY 2023 Funds of NEAP – PDD, while the travel expenses of the Regional PMT and the participants shall be charged against their respective HRD or local funds subject to accounting rules and regulations.
- The check out time is at 2:00 p.m. on the Monday of the week specified in the DM-OUHROD-2023-1103 and the Opening Program is at 3:00 p.m. The check out time is at 12:00 nn on the Friday of the specified week.

Meals	Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast		✓	✓	✓	✓
AM Snack		✓	✓	✓	✓
Lunch		✓	✓	✓	✓
PM Snack	✓	✓	✓	✓	
Dinner	✓	✓	✓	✓	

b. Intensive Leadership Training for NQESH Category C

- A separate advisory will be released on the dates and venue of the implementation of this program as the materials development is currently underway. As the materials are targeted to be accomplished on January 2024, the ILT program implementation is targeted to be conducted on the second quarter of 2024.

These guidelines also aim to clarify instructions from the previous memorandum:

- The participants in the implementation of both programs are the ones identified in DM 100, s 2022 titled “Results of the Fiscal Year 2021 National Qualifying Examination for School Heads” with a total number of 2, 096 participants for Category B and 1, 667 participants for Category C.

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- Please take note of the change of dates in the implementation of Cluster 1 Luzon A, which will take place on March 18 – 22, 2024.
- For Category B, the participants refer to the “coachees and/or mentees” who are registered in the Coaching and Mentoring program at the SDO level. Please refer to the table below for the specific numbers:

<b>Activities and Dates</b>	<b>Participants</b>	
	<b>Participants</b>	<b>NEAP R PMT</b>
Implementation – Cluster 2 Luzon B  January 15 – 19, 2024	NCR - 4 4A - 496	NCR - 5 CAR - 3 1 - 3 2 - 3 3 - 5 4A - 3 4B - 4 5 - 4
Implementation – Cluster 3 VisMin A  January 29 – February 2, 2024	4A - 73 6 - 105 7 - 166 8 - 69 9 - 137	NEAP R PMT 6 - 4 7 - 5 8 - 4 9 - 4 10 - 4 11 - 4 12 - 4 Caraga - 4
Implementation – Cluster 4 VisMin B  February 19 – 23, 2024	9 - 18 10 - 42 11 - 204 12 - 162 Caraga - 120	NEAP R PMT 6 - 4 7 - 5 8 - 4 9 - 4 10 - 4 11 - 4 12 - 4 Caraga - 4
Implementation – Cluster 1 Luzon A  March 18 – 22, 2024	NCR - 122 CAR - 10 1 - 14 2 - 30 3 - 118 4B - 101 5 - 105	NEAP R PMT NCR - 5 CAR - 3 1 - 3 2 - 3 3 - 5 4A - 3 4B - 4 5 - 4

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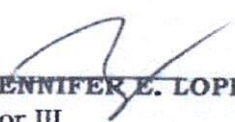




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For further questions and concerns, you may contact **Mr. Daniel A. Mabini** or **Ms. Jhoanna C. Javier** at telefax no. (02) 8715 9919 or via email at [ncap.pdd@deped.gov.ph](mailto:ncap.pdd@deped.gov.ph) with the subject line *"Region XX Concerns on the Specialized Program for NQESH Categories B and C," (ex. Region I Concerns on the Specialized Program for NQESH Categories B and C).*

For your guidance and compliance.

  
**DR. JENNIFER E. LOPEZ**

Director III

OIC – Office of the Director IV

National Educators Academy of the Philippines

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