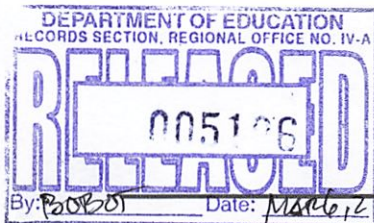




Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON



HRDD-RM-2024-153



05 March 2024

**Regional Memorandum**  
No. 153 s. 2024

**PARTICIPATION IN THE TRAINING NEEDS ASSESSMENT  
SURVEY FOR DEPED GUIDANCE DESIGNATES**


To: **Schools Division Superintendents**

1. Enclosed is DM-OUHROD-2024-0322 from DepEd Central Office, Office of the Undersecretary for Human Resource and Organizational Development regarding Training Needs Assessment (TNA) Survey for DepEd Guidance Designates.
2. The National Educators Academy of the Philippines-Professional Development Division (NEAP-PDD) requests all **Guidance Designates** to accomplish the **TNA Survey** through the link or QR code below on or before **March 15, 2024 (Friday)**.

**[bit.ly/GuidanceDesignates](https://bit.ly/GuidanceDesignates)**



3. For relevant concerns, please contact Ms. Millie Jane Fudolig, Senior Education Program Specialist of NEAP-PDD, through [neap.pdd@deped.gov.ph](mailto:neap.pdd@deped.gov.ph) or [millie.fudolig@deped.gov.ph](mailto:millie.fudolig@deped.gov.ph).
4. Immediate dissemination of and compliance with this Memorandum are instructed.

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

06/ROH5/ROH2



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Republika ng Pilipinas

# Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

**MEMORANDUM**

**DM-OUHROD-2024-0322**

**TO : Regional Directors  
Schools Division Superintendents  
Public Elementary and Secondary School Principals  
All Others Concerned**

**FROM : WILFREDO E. CABRAL**  
*Regional Director  
Officer-in-Charge, Office of the Undersecretary for Human Resource  
and Organizational Development*

**SUBJECT : PARTICIPATION IN THE TRAINING NEEDS ASSESSMENT  
SURVEY FOR DEPED GUIDANCE DESIGNATES**

**DATE : 26 February 2024**

- In line with the *MATATAG* Agenda, particularly on taking good care of learners, fostering inclusive education, and creating a positive learning environment, the National Educators Academy of the Philippines (NEAP) recognizes that guidance designates are tasked with a significant role of providing enhanced support in contribution to the overall well-being of learners. In this regard, a targeted training program will be developed to empower guidance designates to successfully perform their crucial duties and responsibilities.
- To prepare for this, the NEAP Professional Development Division (NEAP-PDD) is requesting your participation in the *Training Needs Assessment (TNA) Survey for Guidance Designates* which aims to determine specific areas of professional development that will allow guidance designates to do the following:
  - Fortify their capacities and align their efforts with the *MATATAG* Agenda;
  - Strengthen their ability to support learners effectively; and
  - Contribute to the broader goal of cultivating a positive and inclusive educational landscape.
- The data and insights that will be gathered from this survey will serve as the baseline for the development of a targeted training program for guidance designates.



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4. NEAP-PDD hereby requests ALL GUIDANCE DESIGNATES to accomplish the TNA Survey through the link or QR Code below on or before 15 March 2024 (Friday).

<https://bit.ly/GuidanceDesignates>



5. For further information or any concerns, please contact **Ms. Millie Jane Fudolig**, NEAP-PDD Senior Education Program Specialist, through email [millie.fudolig@deped.gov.ph](mailto:millie.fudolig@deped.gov.ph) / [neap.pdd@deped.gov.ph](mailto:neap.pdd@deped.gov.ph) and or landline (02) 8633-9455.
6. Immediate dissemination of and appropriate action on this Memorandum are instructed.

Copy furnished:  
**ATTY. REVSEE A. ESCOBEDO**  
*Undersecretary for Operations*

[NEAP-PDD/Lorenzo]