



Republic of the Philippines
Department of Education
REGION V - BICOL
SCHOOLS DIVISION OFFICE OF CATANDUANES

MEMORANDUM

OSDS-SGOD-UM-03-25-2024

TO : Assistant Schools Division Superintendent
Chief Education Supervisors
Continuing Professional Development (CPD) Team
Public Schools District Supervisor, Viga West
Information Technology Officer, SDO
All Others Concerned

FROM : *[Signature]*
SOCORRO V. DELA ROSA, CESO V
Schools Division Superintendent

SUBJECT : **PROVISION OF TECHNICAL ASSISTANCE/SUPPORT TO SCHOOLS RE: APPLICATION FOR CPD Accreditation**

DATE : March 25, 2024

1. As a response to the request of concerned schools to have a Learning and Development Program that is CPD accredited, the CPD Team members are requested to provide technical support/assistance to concerned program proponents in preparing the required documents for the said accreditation. Below are the names of the proponents and the assistance needed to wit:

Name of Proponents	Title of the PD Program/ Assistance Needed
Jennifer B. Metica Information Technology Officer SDO Catanduanes	Innovate Education with Microsoft Office 365: Training for School ICT Coordinators and School Leaders
Nelvin Villamartin Teacher III, Rizal ES ICT Coordinator	



San Roque, Virac, Catanduanes
052-8114063
catanduanes@deped.gov.ph
www.depedrocatanduanes.com / www.catanduanes.deped.gov.ph



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Efren O. Matienzo Jr. School Principal I Palumbanes IS	Trailblazing Tuesday 2.0: Cleaning the road to classroom-based action research
Juan S. Torreja School Principal II San Miguel RDHS	CapBuild: 3-Day Action Research Training for School Heads and Teachers of San Miguel

- The proponents of the above PD program through their immediate supervisors are instructed to report to the Schools Division Office on **March 26, 2024, at 2:00 p.m. at the ICTU Office**. Likewise, the travel expenses of the participants incurred shall be charged to MOOE/Local Funds subject to the availability of funds.
- For information and guidance of all concerned.



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