



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

**Office of the Schools Division  
Superintendent**

DIVISION MEMORANDUM  
MLA-202X-360P-057

**TO :** **THE PRINCIPALS OF THE FOLLOWING SCHOOLS**  
TIPTIP ES  
COGON ES  
TCCES  
COGON HS EC  
DCPNHS  
MANGA NHS  
COGON HS EC

**FROM :** **JOSEPH IRWIN A. LAGURA PhD**  
Schools Division Superintendent  
Office of the Schools Division Superintendent

**SUBJECT :** **IMPLEMENTATION OF THE LEARNING DELIVERY MODALITY  
(LDM) COURSE 2 FOR INSTRUCTIONAL COACHES AND  
TEACHERS UNDER THE BASIC EDUCATION LEARNING  
CONTINUITY PLAN (BE -LCP)**

**DATE :** **August 14,2020**

1. This Office hereby announces the conduct of activities as stipulated in RM No. 0403,s.2020 re: **IMPLEMENTATION OF THE LEARNING DELIVERY MODALITY (LDM) COURSE 2 FOR INSTRUCTIONAL COACHES AND TEACHERS UNDER THE BASIC EDUCATION LEARNING CONTINUITY PLAN (BE-LCP)**
2. Please see enclosure for more details
3. For immediate dissemination

JIAL/MKP/SGOD/BCL/etc



Address: Dampas District, Tagbilaran City, Bohol  
Telephone Nos.: (038)427-1702; (038)427-2506; (038)422-8177; (038)427-6718; (038)544-2147  
Email Address: tagbilarancity.division@deped.gov.ph



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
**DIVISION OF CITY SCHOOLS-TAGBILARAN**

Participants to the LDM Course 2 Beta Test

No.	Name	Position	Work Station	Email Ad
1.	Annabel L. Rosales	MT II	Cogon ES	annabel.rosales@deped.gov.ph
2.	Cecilia D. Sulague	MT II	Tiptip ES	cecilia.sulague001@deped.gov.ph
3.	Resa Nina Jacob	MT 1	DCPNHS	resanina.jacob@deped.gov.ph
4.	Genevieve J. Bongcac	MT II	DCPNHS	genevieve.bongcac@deped.gov.ph
5.	Cherry S. Calacat	MT II	DCPNHS	cherry.calacat@deped.gov.ph
6.	Pablita R. Cabarles	MT 1	Manga NHS	pablita.cabarles001@deped.gov.ph
7.	Helen O. Chavez	MT 1	DCPNHS	helen.chavez@deped.gov.ph
8.	Jonathan Membreve	MT 1	TCSHS	jonathan.membreve@deped.gov.ph
9.	Edgar Fernandez	HT III	TCCES	edgar.fernandez002@deped.gov.ph
10.	Lemuel Barol	HT III	Cogon HSEC	lemuel.barol@deped.gov.ph

Prepared by

**FILOMENA C. TANGGAAN**  
SEPS-HRD

Noted by:

**JOSEPH IRWIN A. LAGURA PhD**  
Schools Division Superintendent



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS

Office of the Regional Director

**AUG 13 2020**

REGIONAL MEMORANDUM

No. **0403**, s. 2020

**IMPLEMENTATION OF THE LEARNING DELIVERY MODALITY (LDM) COURSE 2  
FOR INSTRUCTIONAL COACHES AND TEACHERS UNDER THE BASIC EDUCATION  
LEARNING CONTINUITY PLAN (BE-LCP)**

To: SCHOOLS DIVISION SUPERINTENDENTS  
REGION 7 FUNCTIONAL DIVISION CHIEFS  
ALL OTHERS CONCERNED

1. Per Memorandum OSEC-NEAP-OD-2020-0827 from the Department of Education, National Educators Academy of the Philippines (NEAP) entitled: **“Implementation of the Learning Delivery Modality (LDM) Course 2 for Instructional Coaches and Teachers Under the Basic Education Learning Continuity Plan (BE-LCP)”**, this Office will conduct the following activities with the indicative dates and expected participants enumerated as follows:

No.	Title of Activity	Participants	Date and Time	Modality	Activity Links
<b>1</b>	A. Orientation on LDM 2 Coaches	SDO and Public School District Supervisors	<b>August 13, 2020</b> 1:00 PM	Synchronous Orientation/ Guided Learning using Self-Learning Modules	<i>RO 7 Plenary Session, MS Teams Live Stream</i>
	B. Training on LDM2 Coaches <i>(Self paced learning; LAC Sessions) 5 days</i>	SDO and Public School District Supervisors	August 14-18, 2020 <i>(Time to be indicated by LAC Leaders)</i>	Synchronous Orientation/ Guided Learning using Self-Learning Modules	<i>RFTATs TA and Coaching</i>



**Address:** Doña M. Gaisano St., Sudlon, Lahug, Cebu City  
**Telephone Nos.:** (032) 231:1433; (032) 414-7399  
**Email Address:** [region7@deped.gov.ph](mailto:region7@deped.gov.ph)



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2	Beta Test  Initial Run (Beta) of LDM 2 (5days)	Per SDO: 10 Master and Head Teachers (Distributed among Elementary JHS, SHS, Multi grade, Tech VOC, Science and Special Interest schools)	August 19-20, 2020	Guided Learning using Self Learning Modules	Facilitated by the ROs RFTATs with the assistance of the SDOs
3	Full Implementation  Orientation/Training LDM 2 for Teachers  (5 days)	All Public Elementary and Secondary Teachers	<b><i>To be determined by the SDOs</i></b>	Guided Learning using Self Learning Modules	<i>To be facilitated by the SDOs  To be monitored by RFTATs</i>

2. All Schools Division Superintendents through the HRD SEPS are directed to email the list of the regional orientation participants using the given template below to [rosa.cabotaje@deped.gov.ph](mailto:rosa.cabotaje@deped.gov.ph) on or before **August 13, 2020** and **list of participants for the LDM 2 Beta Test on August 14, 2020.**

**Division:** \_\_\_\_\_

**Participants to the LDM Course 2 Regional Orientation**

No.	Name	Position	Work Station	E-mail Address



**Address:** Doña M. Gaisano St., Sudlon, Lahug, Cebu City  
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**Office of the Regional Director**

Division: \_\_\_\_\_

**Participants to the LDM Course 2 Beta Test**

No.	Name	Position	Work Station	E-mail Address

3. Please see attached documents for your information and guidance.
  - ❖ LDM Course 2 Memorandum OSEC-NEAP-OD-2020-0827
  - ❖ Orientation Program Schedule Matrix
  - ❖ Program Management Team
  - ❖ Regional Field Technical Assistance Team / LDM Courses Technical Assistance Providers
4. For queries you may contact Mr. Victor V. Yntig, HRDD Chief and Mr. Misael G. Borgonia, FTAD Chief through (032) 414 7324.
5. Immediate dissemination of this Memorandum is desired.

**SALUSTIANO T. JIMENEZ JD, EdD, CESO V**

Director III

OIC- Office of the Regional Director

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STJ/CAE/HRDD/VVY/MGB/RHC



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 REGION VII – CENTRAL VISAYAS

**LEARNING DELIVERY MODALITIES COURSE 2 (LDM2)**

*For SDO and Public School District Supervisors*

<b>LEARNING DELIVERY MODALITIES (COURSE 2)</b>			
<b>LIST OF COACHES/TECHNICAL ASSISTANCE PROVIDERS (TAPs)</b>			
<b>TEAM</b>	<b>TEAM LEADER</b>	<b>MEMBERS</b>	<b>SDOs</b>
1	Dr. Benjamin D. Tiongzon Chief, ASD	Dr. Judith B. Abellaneda EPS, CLMD Dr. Eduardo F. Omaña EPS, QAD Dr. Mitchelin L. Micabani EPS, HRDD Ms. Maurita F. Ponce EPS, CLMD	Cebu City Guihulngan City Bais City
2	Dr. Maria Jesusa C. Despojo Chief, CLMD	Dr. Marilyn M. Miranda EPS, CLMD Dr. Emerson O. Degamo EPS, QAD Dr. Grace C. Pepito EPS, FTAD Dr. Ricky S. Yabo EPS II, HRDD	Lapulapu City Danao City Bayawan City
3	Mr. Tomas T. Pastor Chief, ESSD	Dr. Juvelyn P. Otero EPS, CLMD Dr. Elaine F. Perfecio EPS, CLMD Ms. Cynthia S. Miro EPS, QAD Dr. Berna J. Ysulan PDO IV, ESSD	Mandaue City Dumaguete City Siquijor
4	Dr. Emiliano B. Elnar, Jr. Chief, QAD	Ms. Merden L. Bryant EPS, QAD Mr. Quirico B. Sumampong EPS, CLMD Dr. Rosa H. Cabotaje EPS, HRDD Dr. Roland V. Villegas EPS, CLMD	Bohol Tagbilaran City Naga City Toledo City
5	Mr. Misael G. Borgonia Chief PPRD/FTAD	Mr. Rey P. Tan EPS, PPRD Dr. Gilda G. Bancog EPS, CLMD Dr. Ma. Felna S. Calledo EPS, QAD Ms. Doris F. Esmero EPS, FTAD	Carcar City Talisay City Cebu Province
6	Mr. Victor V. Yntig Chief, HRDD  Mr. Sylvio H. Sabino Chief, Finance Division	Mr. Cesar A. Restauero, Jr. EPS, CLMD Mr. Rogaciano M. Bajo EPS, QAD Ms. Helen D. Sabino EPS, HRDD Mr. Allan P. Villacampa EPS, FTAD	Negros Oriental Bogo City Tanjay City

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REGION VII – CENTRAL VISAYAS

**REGIONAL ORIENTATION FOR LEARNING DELIVERY MODALITIES COURSE 2  
(LDM2)**

**Participants:**

**SDO and Public School District Supervisors**

**August 13, 2020**

**1:00 PM- 5:30 PM**

**MS TEAMS LIVE STREAM**

Time	Activities	Facilitator	Co-Facilitator
1:00PM-1:30 PM	Registration Preliminaries and Opening Program	HRDD	FTAD
1:31PM-2:01 PM	Session 1: Module 1 Course Introduction	Mr. Victor V. Yntig	Dr. Rosa H. Cabotaje
2:02PM- 2:30 PM	Session 2: Module 2 Planning for the LDM2 Implementation of LDM2 for Teachers	Mr. Sylvio Sabino	Mrs. Helen Sabino
2:31 PM-3:15 PM	Session 3: - Module 3A Designing Instruction in the Different Learning Delivery Modalities -Module 3B Learning Resources	Ms. Doris Esmero	Ms. Merden L. Bryant
3:16 PM- 4:00 PM	Module 4 Technical Assistance and Coaching in Learning LDM2	Mr. Misael G. Borgonia	Mr. Allan Villacampa
4:01 PM - 4:30 PM	Module 5: Practicum Building the TA Portfolio	Dr. Benjamin Tiongson	Dr. Emiliano B. Elnar, Jr. Dr. Eduardo Omaña
4:30 PM- 5:00 PM	Program Management Team DEBRIEFING		

**SALUSTIANO T. JIMENEZ JD, EdD, CESO V**

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**REGIONAL ORIENTATION FOR LEARNING DELIVERY MODALITIES  
 COURSE 2 (LDM2)**

***SDO and Public School District Supervisors***

**August 13, 2020**

**1:00 PM -5:00 PM**

MS TEAMS LIVE STREAM


**PROGRAM MANAGEMENT TEAM (PMT)**

<b>Role</b>	<b>Name</b>	<b>Terms of Reference</b>
<b>Program Director</b>	Dr. Salustiano T. Jimenez	<ul style="list-style-type: none"> <li>Oversees the smooth conduct of the LDM2 course training.</li> </ul>
<b>Assistant Program Director</b>	Dr. Cristito A.Eco	<ul style="list-style-type: none"> <li>Assists RD in overseeing the smooth conduct of the LDM2 course training.</li> </ul>
<b>Program Managers</b>	Mr. Victor V. Yntig Chief, ASD	<ul style="list-style-type: none"> <li>Leads in the conduct of the LDM2 Course</li> <li>Facilitates the debriefing</li> </ul>
	Mr. Misael G. Borgonia Chief FTAD & PPRD	<ul style="list-style-type: none"> <li>Co -Leads in the conduct of the LDM2 Course</li> <li>Co-Facilitates debriefing sessions</li> </ul>
<b>Asst. Program Managers</b>	Dr. Maria Jesusa C. Despojo Chief, CLMD Dr. Benjamin Tiongzon Chief, ASD Mr. Tomas Pastor, Chief, ESSD	<ul style="list-style-type: none"> <li>Assists in the conduct of the LDM2 Course</li> <li>Attends debriefing sessions</li> </ul>
<b>Finance Officer</b>	Mr. Sylvio H. Sabino Chief FD	<ul style="list-style-type: none"> <li>Provides financial supports needed</li> <li>Attends debriefing sessions</li> </ul>
<b>Training Managers</b>	Dr. Rosa H. Cabotaje EPS,HRDD	<ul style="list-style-type: none"> <li>Assists the Program Managers in the smooth conduct of the LDM2 Course</li> <li>Crafts Memorandum for the dissemination of the activity</li> <li>Prepares the Program Schedule Matrix (PSM)</li> <li>Prepares the power point presentation for the activity at hand.</li> <li>Shares the master slide decks for the Plenary Session.</li> <li>Manages dry run in the live stream.</li> <li>Prepares completion report</li> <li>Indorses the program completion report to the Administrative Assistant for HRDD safekeeping and furnish copy to FTAD.</li> <li>Acts as MS Live Stream's Director</li> <li>Serves as moderator in debriefing</li> </ul>
	Mrs. Helen D. Sabino EPS,HRDD	<ul style="list-style-type: none"> <li>Assists the Program Managers in the smooth conduct of the LDM2 Course</li> <li>Ensures the availability of all LFs</li> <li>Prepares registration and program evaluation links</li> <li>Acts as Moderator in the Q &amp; A MS Live Stream</li> <li>Attends debriefing sessions</li> </ul>

	Mrs. Doris Esmero EPS, FTAD	<ul style="list-style-type: none"> <li>Assists the Program Managers in the smooth conduct of the LDM2 Course</li> <li>Documents/records the proceedings of the activity</li> <li>Consolidates the issues and concerns to be indorsed to the Top Management for policy calibration, if possible</li> <li>Documents debriefing sessions</li> </ul>
<b>Co-Training Managers</b>	Mr. Allan Villacampa EPS, FTAD	<ul style="list-style-type: none"> <li>Prepares video timer for the health break and turn over to the Producer in MS Teams Live</li> <li>Oversees the readiness of the training platform for the day's session (physical arrangement, sounds and equipment, etc.</li> </ul>
	Dr. Mitchelin L. Micabani EPS, HRDD	<ul style="list-style-type: none"> <li>Creates group in MS Teams and assigned Channels</li> <li>Sends the attendees' link and certificates</li> <li>Act as Producer in the Live Stream</li> <li>Shares the slide decks during the activity</li> <li>Coordinates number of attendees in PPRD</li> </ul>
	Dr. Grace C. Pepito , FTAD	<ul style="list-style-type: none"> <li>Consolidates sessions outputs of attendees</li> </ul>
	Dr. Ricky S. Yabo EPS II, HRDD	<ul style="list-style-type: none"> <li>Serves as anchor person in opening and closing program</li> <li>Sends the attendees' link and certificates</li> <li>Introduces the learning facilitator on board with brief and relevant citation</li> <li>Give instructions/announcements as necessary</li> </ul>
<b>Secretariat/Logistics Officers</b>	Mrs. Roselle Aguilar <i>HRDD, RO7</i>	<ul style="list-style-type: none"> <li>Prepares attendance sheet</li> <li>Keeps records of the number of actual attendees for the orientation</li> <li>Oversees the checking of the day's attendance</li> <li>Monitors HRD RO7 Group Chat and HRDD Family</li> </ul>
	Mr. Rosario Pagal Jr. <i>HRDD</i>	<ul style="list-style-type: none"> <li>Prepares Certificates of Attendance/Participation/Recognition</li> <li>Counterchecks the actual participants to be given the certificate/s</li> <li>Prepares link for daily evaluation</li> <li>Keeps the pertinent documents for the completion report</li> </ul>
	Mr. Augustus Czar P. Ariza, FTAD	<ul style="list-style-type: none"> <li>Reviews the entries of the prepared certificates of Attendance/Participation/Recognition</li> </ul>
<b>QAME Team Leader</b>	Dr. Emiliano B. Elnar Jr. Chief, QAD	<ul style="list-style-type: none"> <li>Oversees the QAME Monitors</li> </ul>
<b>Quality Assurance, and Monitoring and Evaluation (QAME), and Program Management Team (PMT) Monitors</b>	Ms. Merden L. Bryant,EPS,QAD Dr. Eduardo Omaña <i>EPS, QAD</i> Dr. Felina s. Calledo EPS, QAD Ms. Cynthia Miro EPS, QAD Emerson Degamo EPS,QAD Rogaciano Bajo,EPS, QAD	<ul style="list-style-type: none"> <li>Ensures that all participants have evaluated</li> <li>Conducts FGD</li> <li>Attends debriefing sessions and reports results of process observation</li> </ul>

<b>Process Observer</b>	Berna Ysulan, PDO IV, ESSD Juvelyn Otero, EPS, CLMD Gilda Bancog, EPS, CLMD Cesar Restauro, EPS, CLMD Judith Abellaneda EPS, CLMD Roland Villegas, EPS, CLMD Marilyn Mirand, EPS, CLMD Elaine Perfecio, EPS, CLMD Quirico Sumampong, EPS, CLMD	<ul style="list-style-type: none"> <li>○ Observes the conduct of the entire session, the learning facilitator on board, and behavior of participants using the following evaluation tools: <ul style="list-style-type: none"> <li>➤ F3-M&amp;E Form 2: Learning Process Observation</li> <li>➤ Facilitation Skills and the Checklist of Facilitation Skills</li> </ul> </li> <li>○ Attends debriefing sessions and reports results of process observation</li> <li>○ Submits reports to the M&amp;E personnel assigned for the program</li> </ul>
<b>Workshops Apps Admin</b>  (Padlet, google, slid.o, etc.)	Mr. Rey P. Tan EPS, PPRD  Ms. Maurita Ponce EPS, CLMD	<ul style="list-style-type: none"> <li>○ Creates link for the session workshops as needed and send it to the MS Teams Live Stream Director</li> <li>○ Coordinates with the Learning Facilitators for the application to be used in their workshops /activities</li> <li>○ Submits participants' outputs to assigned Learning Facilitator copy furnish to MS Teams Live Stream Director</li> <li>○ Attends debriefing sessions</li> </ul>
<b>Online Platform Managers</b>	Ms. Johnnyline P. Jadon, ITO Ms. Dimple Fermase Mr. Christian Pondar	<ul style="list-style-type: none"> <li>○ Leads the MS Teams Live Stream including the dry run</li> <li>○ Ensures MS Teams Live Stream is working all throughout the training</li> <li>○ Acts as MS Teams Live Stream Producer</li> <li>○ Schedules the MS Team Live Stream</li> <li>○ Sends attendees link to MS Live Stream Director and Producer</li> <li>○ Sends production teams' link to the producers and presenters</li> <li>○ Coordinates with the MS Live Stream Director</li> </ul>
<b>TA providers and/or Coaches)</b>	Ms. Danise Tiongson NEAP CO Luchi Flores, CBE	<ul style="list-style-type: none"> <li>○ Provide Technical Assistance</li> </ul>

  
**SALUSTIANO T. JIMENEZ JD, EdD, CESO V**

Director III   
OIC- Office of the Regional Director

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**Email Address:** region7@deped.gov.ph



Republic of the Philippines  
**Department of Education**

*National Educators Academy of the Philippines*

**MEMORANDUM**

OSEC-NEAP-OD-2020-0827

For: **Directors**, DepEd Central Office Bureaus and Service Units  
**Minister**, BARMM - Basic, Higher and Technical Education  
**Directors**, DepEd Regional Offices  
**Superintendents**, DepEd Schools Division Offices  
**School Heads**, Public Elementary and Secondary Schools  
**External Partners**  
**All Others Concerned**

From:   
**JOHN ARNOLD S. SIENA**  
Director IV

Subject: **IMPLEMENTATION OF THE LEARNING DELIVERY MODALITY 2 (LDM2) COURSE FOR INSTRUCTIONAL COACHES AND TEACHERS UNDER THE BASIC EDUCATION LEARNING CONTINUITY PLAN (BE-LCP)**

Date: **7 August 2020**

1. The Department of Education (DepEd), through the National Educators Academy of the Philippines, is currently implementing its Learning Delivery Modality Capacity Building Program under the Basic Education Learning Continuity Plan.
2. This Program is aimed at:
  - a. improving the readiness of teachers and school leaders for the implementation and management of learning delivery modalities consistent with policies and COVID-19 response framework adopted by the government; and,
  - b. providing guidance to the field officials in making informed decisions related to the implementation of the different learning delivery modalities appropriate to their context.
3. Both LDM 1 and 2 Courses have the passed the quality standards set and are recognized professional development programs by the Department of Education.
4. The delivery modality of training program is mainly guided independent study through the Self-Learning Modules. This will be complemented with peer learning through the Learning Action Cell (LAC) and coaching to deepen the participants' learning.
5. However, the Course Orientation Module (Module 1) may be done through synchronous approach using an online platform for video conferencing. This is to set the tone for the training and to ensure that all participants have the common perspective of the program.





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6. There will be assigned coaches/Technical Assistance Providers (TAPs) for both SDO and District and the Teachers as they undertake the courses as follows:

**For the SDO and District Supervisors**

- CO Coaches (Specialists from the CO Bureaus and Services Units); and,
- External Coaches from Education Forum Partners.

**For the Teachers**

- SDO and District Supervisors
- Other Division-Identified Instructional Leaders

The coaching mechanism shall be done in close coordination with NEAP in the Region (NEAP-R), and the Regional Field Technical Assistance Division (FTAD) to leverage the existing regional TA mechanism.

7. The training courses will have two major components:
- Pre-LDM Implementation Component** – This involves the implementation of the modules containing the inputs and learning activities that will lead towards achieving the desired learning outcomes, specifically to prepare the schools and schools divisions for the implementation of their adopted Learning Delivery Modalities.
  - Practicum Component** – this component, considered as one Module, involves after-training activities that lead towards building the portfolio as demonstration of the desired learning outcomes of the participants relevant to their professional standards. The portfolio may be used as means of verification (MOV) in the Results-Based Performance Management System (RPMS).
8. The first course, the **Learning Delivery Modality Course 1 for School and Division Leaders (LDM 1)**, has been started and implemented in the entire country beginning second week of July 2020 with the Regional Offices as the implementing unit through the NEAP in the Region (NEAP-R) in close coordination with Field Technical Assistance Division.
9. The implementation of the LDM Course 2 for Teachers will be done as follows:

Title of Activity	Participants	Date and Time	Modality	Activity Link
LDM 2 Coaches	▪ SDO and Public School District Supervisors	<To be determined by the ROs>	Synchronous Orientation / Guided Learning using Self-Learning Modules	<To be facilitated by the ROs with the assistance of the SDOs >
Initial Run (Beta) of LDM 2	▪ Per SDO: 10 Master and Head Teachers (Distributed	<To be determined by the ROs>	Guided Learning using Self-	<To be facilitated by the ROs with the assistance of the SDOs >





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	<i>among Elementary JHS, SHS, Multi-grade, Tech-VOC, Science and Special Interest schools)</i>		Learning Modules	
Full Implementation	▪ Public Elementary and Secondary School Heads	<i>&lt;To be determined by the SDOs&gt;</i>	Guided Learning using Self-Learning Modules	<i>&lt;To be facilitated by the SDOs with the assistance of the ROs &gt;</i>

10. Each region will be given a link to access their LDM Course Implementation Tracker. This tracker records the number of participants and module completers. This needs to be updated every week.
11. Also, in the same tracker, the set of professional development programs and activities on the LDMs that were provided by the region and the SDOs will need to be listed.
12. For queries and additional information, please contact the National Educators Academy of the Philippines through email at [lcpcapbldg@gmail.com](mailto:lcpcapbldg@gmail.com).
13. Immediate dissemination of this memorandum is desired.

