



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

**Office of the Schools  
Division Superintendent**


**October 05, 2021**

DIVISION MEMORANDUM  
No. *396*, s. 2021

**ARCZONE PROFESSIONAL DEVELOPMENT, INC.**

To: Chief, CID and SGOD  
Elementary and Secondary School Heads  
Teaching Personnel  
All Others Concerned

1. This Office received a communication from Ms. Jermaine P. Ogking, Training Coordinator, dated October 01, 2021, titled **“ARCZONE PROFESSIONAL DEVELOPMENT, INC.”**, inviting all interested professionals to the list of NEAP Recognized Professional Development Programs. These programs have undergone a thorough evaluation that are aligned with the DepEd Professional Development (PD) Priorities for Teachers and School Leaders for SY 2020-2023 (DepEd Memorandum No. 050, s. 2020).
2. The cited NEAP recognized programs will continually upskill and reskill the educators that will result in better learning outcomes amidst the COVID-19 pandemic. The programs combine both synchronous and self-paced tasks and involve series of webinars, exercises, and feedback on the sample outputs via Learning Management System (LMS).
3. Participation to this activity is **optional**.
4. Please refer to the attached communication for more details.
5. Immediate dissemination of this Memorandum is desired.

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

JIAL/CPC/SGOD/BCL/rdo



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

**ATTN TO: Schools Division Superintendent - List of NEAP Recognized Programs**

message

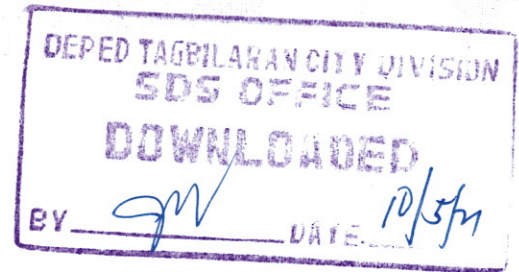
Arczone Professional Development Center <arczone\_eduphil@yahoo.com>  
 Reply-To: Arczone Professional Development Center <arczone\_eduphil@yahoo.com>  
 To: DepEd Tagbilaran City Schools Division <tagbilarancity.division@deped.gov.ph>

Fri, Oct 1, 2021 at 4:45 PM



MIM MENEN  
 COMMENT

8-32



October 1, 2021

**DR. JOSEPH IRWIN A. LAGURA**  
 Schools Division Superintendent  
 DepEd Division of Tagbilaran City  
 Tagbilaran City Bldg., Tagbilaran City, Bohol

Dear Dr. Lagura:

ARCZONE Professional Development, Inc., a Learning Service Provider (LSP) authorized by the National Educators Academy of the Philippines (NEAP), is pleased to present to you the list of its NEAP Recognized Professional Development Programs. These programs have undergone a thorough evaluation by NEAP who ensured that they are aligned with the DepEd Professional Development (PD) Priorities for Teacher and School Leaders for SY 2020-2023 (DepEd Memorandum No. 050, s. 2020).

The programs that we are offering support the goal of the Department to continuously upskill and reskill our educators that will result in better learning outcomes. Thus, we respond to the call in addressing the training needs of school leaders and teachers to ensure quality education amidst the COVID-19 pandemic.

Our programs combine both synchronous and self-paced tasks and involve series of webinars, exercises and feedback on their sample outputs via Learning Management System (LMS). Upon completion of the courses, participants will receive certificates with CPD units for their licensure renewal and a certificate with NEAP Credit Units for promotion/ranking.

We also underscore that our programs are in accordance to the Philippine Professional Standards for Teachers (PPST) and Philippine Professional Standards for School Heads (PPSSH), as emphasized in DepEd Order No. 30, s. 2021 (Multi-year implementing guidelines on the allocation and utilization of the human resource development fund for teachers and school leaders) which adheres to the professional development of teachers and school leaders.

Below is the list of recognized programs with the specified target participants, dates and registration fees:

No.	Title of the Program	Title of the Course	Target Participants	Inclusive Dates	Registration Fee
1	Remote Learning through Radio-based Instruction in the New Normal  (PD-2021-0005-0312)		Beginning to Proficient Teachers	Upon request (5 days)	Php 2,000
2	Addressing Mental Health Issues Amidst the COVID-19		School Administrators, MEd	Upon request (5 days)	Php 2,000

	(PD-2021-0006-0312)		Guidance Counsellors and Teachers		
3	<b>PIVOTAL in the New Normal: Pursuing Innovative Virtual and Offline Teaching and Learning</b>  (PD-2021-0021-0517)	Blended Learning: What it is and how it works	Beginning to Proficient Teachers	October 18-22, 2021	Php 4,500
		Flexible Learning – The New Normal		October 25-29, 2021	
		Migrating Classes to Flexible Mode		November 1-5 & 8-12, 2021	
		Designing Instructional Materials for Flexible Learning		November 15-19 & 22-26, 2021	
		Assessment in the Flexible Learning Environment		November 29-December 3 & December 6-10, 2021	
4	<b>SCAFFOLDed: School in Crisis Action for Fundamental Online Leadership and Distance Education</b>  (PD-2021-0022-0517)	Blended Learning: What it is and how it works	School Administrators and Supervisors	October 18-22, 2021	Php 4,500
		Flexible Learning – The New Normal		October 25-29, 2021	
		Migrating Classes to Flexible Mode		November 1-5, 2021	
		The Role of School Heads in Managing Flexible Learning		November 8-12, 2021	
		Building Professional Learning Communities for Flexible Learning		November 15-19, 2021	
		Evaluating the Results of the Flexible Learning Modes		November 22-26, 2021	
		Creating a Plan for Flexible Learning Deliveries		November 29-December 3 & December 6-10, 2021	
5	<b>Practical Research towards Experiential, Strategic and Transformative Education Practices (PRESTEP)</b>  (PD-2021-0033-0727)	<b>Phase 1:</b> General Orientation and Training on Research	Senior High School Teachers and Research Enthusiasts	<b>Batch 1:</b> September 20-24, 2021	Php 2,800
				<b>Batch 2:</b> October 11-15, 2021	
				<b>Batch 3:</b> October 25-29, 2021	
		<b>Phase 2:</b> Writing and Reporting the Classroom Research Findings		<b>Batch 1:</b> January 10-14, 2022	Php 2,800
				<b>Batch 2:</b> February 7-11, 2022	
				<b>Batch 3:</b> February 21-25, 2022	
		<b>Phase 3:</b> Division Research Forum & The World Café (Culminating Activity)		<b>Batch 1:</b> May 16-20, 2022	Php 1,800
			<b>Batch 2:</b> June 6-10, 2022		

				June 13-17, 2022	
6	<b>Instructional Leadership in the New Normal</b>  (PD-2021-0034-0727)		School Heads	<b>Batch 1:</b> October 4-8, 2021  <b>Batch 2:</b> November 22-26, 2021  <b>Batch 3:</b> December 6-10, 2021	Php 3,800

Also attached in this communication are the details of these programs along with our **Certificate of Authorization** issued by DepEd-NEAP with Authorization No. **LSP 2020-005-1020** and the **Certificate of Recognition** of the programs for your reference. **Thus, may we request for your support in offering these programs to the schools under your supervision?**

Should you have further clarifications about this matter, we would be glad to discuss this with you further over the phone or via a video conference.

We are hoping that you find merit in this proposal and hopefully, we could collaborate in the future in offering quality training programs to our educator and combat the tides of the pandemic with our joint efforts.

Thank you very much.

Sincerely yours,  
**Ms. Jermaine P. Ogking**  
Training Coordinator

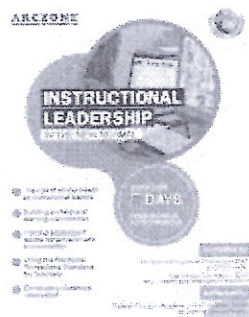


**Tel. Nos.:** (02) 8781-6895 | 8710-5531  
**Tele/Fax No.:** (02) 7900-5176  
**Mobile No.:** 0921 576 1676 | 0905 447 3534  
**Email:** arcozone\_eduphil@yahoo.com

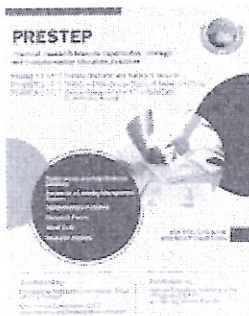
visit our page



11 attachments



Poster\_Instructional Leadership.jpg  
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Poster\_PRESTEP.jpg  
154K

Poster\_RBI.png  
1233K

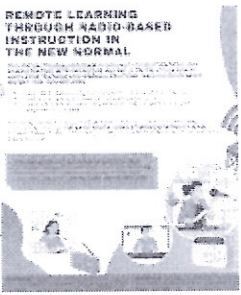


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 **ARCZONE List of Recognized PD Programs\_As of July 2021.pdf**  
200K

 **Certificates.pdf**  
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 **Deped Division of Tagbilaran City.pdf**  
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# **INSTRUCTIONAL LEADERSHIP**

**IN THE NEW NORMAL**

- The role of school heads as instructional leaders
- Building professional learning communities
- Utilizing assessment results for achievement accountability
- Using the Philippine Professional Standards for Teachers
- Conducting classroom observation

DURATION

**5 DAYS**

SYNCHRONOUS  
ASYNCHRONOUS

**Accredited by:**

Professional Regulation Commission (PRC)  
as CPD Provider

Civil Service Commission (CSC)  
as a Learning and Development Institution

**Authorized by:**

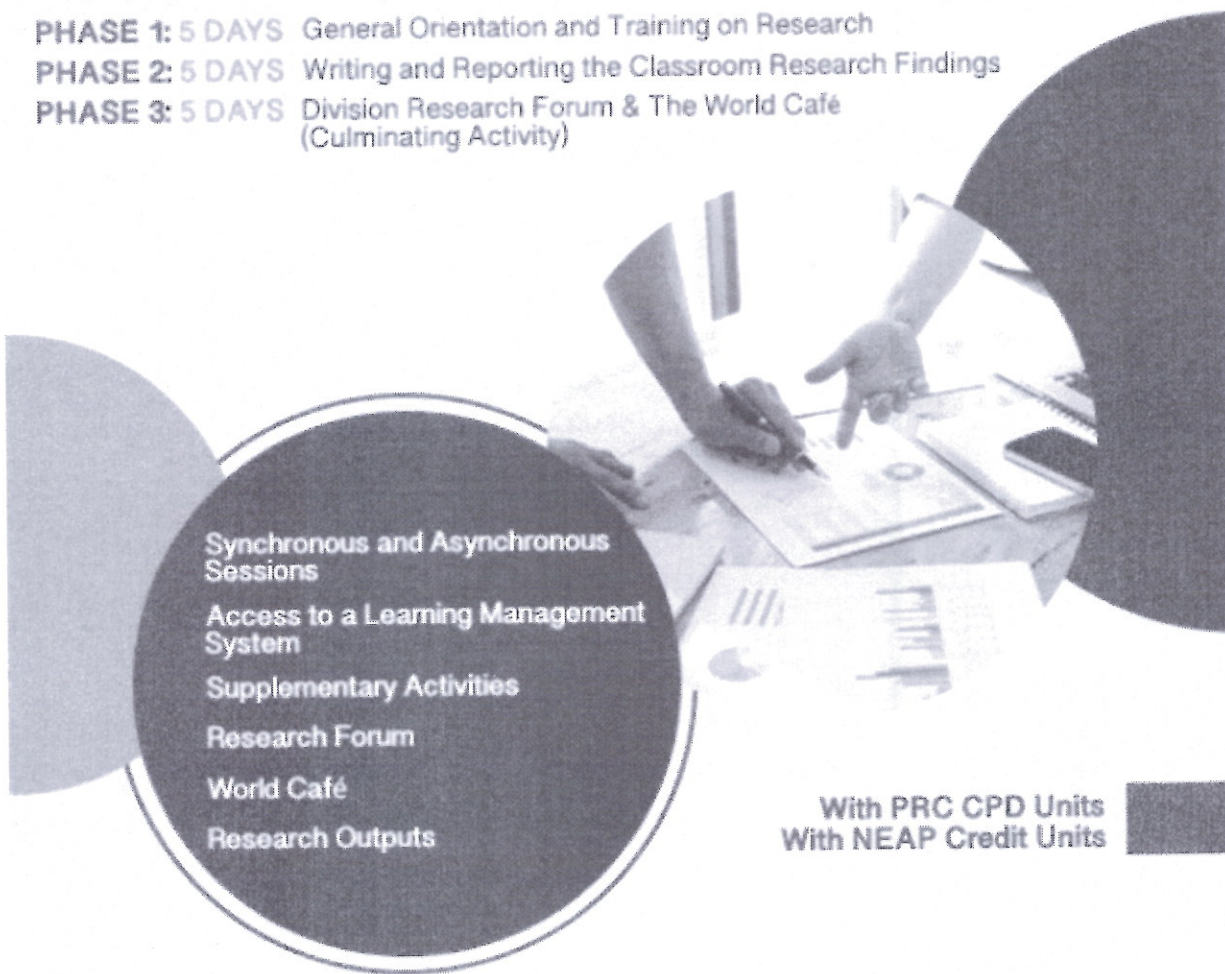
National Educators Academy of the Philippines (NEAP)  
as Learning Service Provider

# PRESTEP



## Practical Research towards Experiential, Strategic and Transformative Education Practices

- PHASE 1: 5 DAYS** General Orientation and Training on Research  
**PHASE 2: 5 DAYS** Writing and Reporting the Classroom Research Findings  
**PHASE 3: 5 DAYS** Division Research Forum & The World Café (Culminating Activity)



Synchronous and Asynchronous Sessions  
Access to a Learning Management System  
Supplementary Activities  
Research Forum  
World Café  
Research Outputs

With PRC CPD Units  
With NEAP Credit Units

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### Accredited by:

Professional Regulation Commission (PRC)  
as CPD Provider

Civil Service Commission (CSC)  
as a Learning and Development Institution

### Authorized by:

National Educators Academy of the  
Philippines (NEAP)  
as Learning Service Provider

Regional Advisory No. 0121, s. 2021

August 13, 2021

In compliance with DepEd Order (DO) No. 8, s 2013, this advisory is issued not for endorsement per DO 28, s. 2001, but also for the information of DepEd Officials, personnel/staff, as well as the concerned public.

Region VII

(Visit [www.depedro7.gov.ph](http://www.depedro7.gov.ph))

**ARCZONE Professional Development Programs for Teachers and School Leaders**

1. This Office disseminates the communication received from Ms. Jermaine P. Ogking, Training Coordinator, ARCZONE Professional Development Inc., inviting all interested parties to the **ARCZONE Professional Development Programs for Teachers and School Leaders** entitle, "Instructional Leadership in the New Normal" and "Practical Research towards Experiential, Strategic and Transformative Education Practices (PRESTEP)".
2. The communication is attached herewith for reference.
3. Participation of interested personnel to this activity is subject to the discretion and approval of the Schools Division Superintendents, and to the provisions of DECS Order No. 28, s. 2001 entitled "Prohibiting the Commercialization of DECS organization through Endorsements and Accreditation of Goods and Services", and DepEd Order No. 9, 2005 entitled "Instituting Measures to Increase Engaged Time-On-Task" and all other existing DepEd policies, regulations, and ensuring compliance therewith.
4. For the information of all interested and concerned parties.

STJ/CAE/HRDD/MGB/rpm

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# ARCZONE

PROFESSIONAL DEVELOPMENT INC.

August 10, 2021

**DR. SALUSTIANO T. JIMENEZ**  
Regional Director  
DepEd – Region VII  
Sudlon, Lahug, Cebu City

Dear **Director Jimenez**:

In response to the call in addressing the training needs of school leaders and teachers to explore new approaches and modes of delivery to ensure quality education amidst the COVID-19 pandemic, **ARCZONE Professional Development Inc.** is pleased to present to you our training programs. As a **Learning Service Provider (LSP)** authorized by the National Educators Academy of the Philippines (NEAP), we aim to respond to the goal of the Department of Education to promote and support the professional development of teachers and school leaders as stated in the recent **DepEd Order No. 30, s. 2021** (*Multi-year implementing guidelines on the allocation and utilization of the human resource development fund for teachers and school leaders*).

Pursuant to DepEd Order 001, s. 2020, these programs have undergone thorough evaluation in order to ensure their alignment with the **Philippine Professional Standards for Teachers (PPST), Philippine Professional Standards for School Heads (PPSSH) and Philippine Professional Standards for Supervisors (PPSS)**, and their adherence to the **Professional Development Priorities of the DepEd-NEAP**.

These programs which are a combination of both synchronous and asynchronous tasks are the following:

**1. Instructional Leadership in the New Normal**

This program intends to enhance the capabilities of school heads in instructional leadership through flexible learning deliveries. More specifically, this program focuses on strategically managing school operations, focus on teaching and learning and building connections.

**Target participants:** School leaders

**Duration:** 5 days (3 hours of synchronous sessions/day; self-paced scheme for the remaining activities)

**Registration fee:** Php 3,800 per participant



**2. Practical Research towards Experiential, Strategic and Transformative Education Practices (PRESTEP)**

This program is primarily geared towards making the participants realize the role of research in the teaching and learning process. This research program considers practical action research as a pre-step or a prerequisite to designing curriculum and instruction that is relevant to students' experiences and responsive to the needs of communities.

**Target participants:** Senior High School teachers and research enthusiasts

**Duration:**

Phase 1 - **5 days** (3 hours of synchronous sessions/day; self-paced scheme for the remaining activities)

Phase 2 - **5 days** (3 hours of synchronous sessions/day; self-paced scheme for the remaining activities)

Phase 3 - **5 days** (3 hours of synchronous sessions/day; self-paced scheme for the remaining activities)

**Registration fees:**

Phase 1 - **Php 2,800** per participant

Phase 2 - **Php 2,800** per participant

Phase 3 - **Php 1,800** per participant

The training programs involve *series of webinars, exercises and feedback on their sample outputs via a Learning Management System (LMS)*. Upon completion of the courses, participants will receive certificates with **CPD units** for their **license renewal** and a certificate with **NEAP Credit Units for promotion/ranking**.

Attached in this communication are the details of the said program along with our **Certificate of Authorization** issued by DepEd-NEAP with Authorization No. **LSP 2020-005-1020** and the **Certificate of Recognition of the programs** for your reference. **Thus, may we request for a strong partnership with your Regional Office in offering these programs to Divisions under your supervision?**

Should you have further clarifications about this matter, we would be glad to discuss this with you further over the phone or via a video conference.

We are hoping that you find merit in this proposal and hopefully, we could collaborate in the future in offering quality training programs to our educators and combat the tides of the pandemic with our joint efforts.

Thank you very much.

Sincerely yours,

**Ms. Jermaine P. Ogking**  
Training Coordinator



Republic of the Philippines  
Department of Education  
National Educators Academy of the Philippines

awards this

## Certificate of Authorization

to



# ARCZONE Professional Development, Inc.

*2nd Floor Overland Park Building, Banawe Street, Corner Quezon Avenue,  
Quezon City 1800*

for having complied with the requirements for the  
**NEAP Authorization of Learning Service Provider**  
in accordance with **DepEd Order No. 1, s. 2020**  
also known as *Guidelines for NEAP Recognition of Professional Development  
Programs and Courses for Teachers and School Leaders.*

**Authorization No. LSP-2020-0005-1020**

*Given this 20<sup>th</sup> day of October 2020.  
Expires on 19<sup>th</sup> day of October 2023.*

  
**JOHN ARNOLD S. SIENA**  
Director IV 



Address: 2/F Mabini Building, DepEd Complex, Meralco Avenue, Pasig City 1600  
Telephone No.: (02) 8638-8638 / (02) 8633-7207 / (02) 8635-4796  
Email Address: neap.od@deped.gov.ph / askneap@deped.gov.ph



Republic of the Philippines  
Department of Education  
National Educators Academy of the Philippines

awards this

## Certificate of Recognition

**Instructional Leadership in the New Normal**

*Title of the Program/ Course*

is recognized for having complied with the requirements of **DepEd Order No. 1, s. 2020**  
also known as *Guidelines for NEAP Recognition of Professional Development  
Programs and Courses for Teachers and School Leaders.*

**ARCZONE Professional Development Inc.**

*Name of Provider*

**LSP 2020-0005-1020**

*Provider Authorization No.*

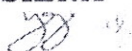
**PD-2021-0034-0727**

*Program/ Course Recognition No.*

*The recognition for the above – stated program/ course is co-terminus with  
the three-year professional development priorities issued  
through DepEd Memorandum No. 50, s. 2020.*

*Given this 27<sup>th</sup> day of July 2021 at Pasig, Philippines.*

  
**JOHN ARNOLD S. SIENA**

Director IV 



Address: 2/F Mabini Building, DepEd Complex, Meralco Avenue, Pasig City 1600  
Telephone No.: (02) 8638-8638 / (02) 8633-7207 / (02) 8635-4796  
Email Address: neap.od@deped.gov.ph / askneap@deped.gov.ph



Republic of the Philippines  
Department of Education  
National Educators Academy of the Philippines

awards this

## Certificate of Recognition

**Practical Research towards Experiential, Strategic and Transformative  
Education Practices (PRESTEP)**

*Title of the Program/ Course*

is recognized for having complied with the requirements of **DepEd Order No. 1, s. 2020**  
also known as *Guidelines for NEAP Recognition of Professional 'Development  
Programs and Courses for Teachers and School Leaders.*

**ARCZONE Professional Development Inc.**

*Name of Provider*

**LSP 2020-0005-1020**

*Provider Authorization No.*

**PD-2021-0033-0727**

*Program/ Course Recognition No.*

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*Given this 27<sup>th</sup> day of July 2021 at Pasig, Philippines.*

  
**JOHN ARNOLD S. SIENA**

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Address: 2/F Mabini Building, DepEd Complex, Meralco Avenue, Pasig City 1600  
Telephone No.: (02) 8638-8638 / (02) 8633-7207 / (02) 8635-4796  
Email Address: neap.od@deped.gov.ph / askneap@deped.gov.ph

# PRESTEP

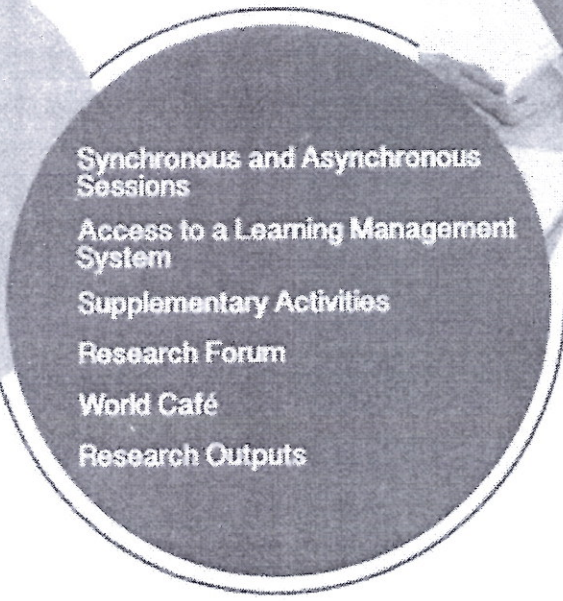


**Practical Research towards Experiential, Strategic  
and Transformative Education Practices**

**PHASE 1: 5 DAYS** General Orientation and Training on Research

**PHASE 2: 5 DAYS** Writing and Reporting the Classroom Research Findings

**PHASE 3: 5 DAYS** Division Research Forum & The World Café  
(Culminating Activity)



**Synchronous and Asynchronous  
Sessions**

**Access to a Learning Management  
System**

**Supplementary Activities**

**Research Forum**

**World Café**

**Research Outputs**

**With PRC CPD Units  
With NEAP Credit Units**

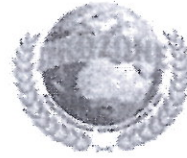
Accredited by:

Professional Regulation Commission (PRC)  
as CPD Provider

Civil Service Commission (CSC)  
as a Learning and Development Institution

Authorized by:

National Educators Academy of the  
Philippines (NEAP)  
as Learning Service Provider



# INSTRUCTIONAL LEADERSHIP

IN THE NEW NORMAL

- The role of school heads as instructional leaders
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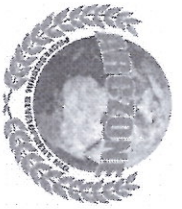
National Educators Academy of the Philippines (NEAP)  
as Learning Service Provider



## LIST OF RECOGNIZED PROFESSIONAL DEVELOPMENT PROGRAMS

As of July 31, 2021

No.	Recognition No.	Title of the Program	Title of the Course	Target Participants	Inclusive Dates	Registration Fee
1	PD-2021-0005-0312	Remote Learning through Radio-based Instruction in the New Normal		Beginning to Proficient Teachers	Upon request (5 days)	Php 2,000
2	PD-2021-0006-0312	Addressing Mental Health Issues Amidst the COVID-19 Pandemic		School Administrators, Mid-level Managers, Guidance Counsellors and Teachers	Upon request (5 days)	Php 2,000
3	PD-2021-0021-0517	PIVOTAL in the New Normal: Pursuing Innovative Virtual and Offline Teaching and Learning	Blended Learning: What it is and how it works	Beginning to Proficient Teachers	October 18-22, 2021	Php 4,500
			Flexible Learning – The New Normal		October 25-29, 2021	
			Migrating Classes to Flexible Mode		November 1-5 & 8-12, 2021	



			<p>Designing Instructional Materials for Flexible Learning</p> <p>Assessment in the Flexible Learning Environment</p> <p>Blended Learning: What it is and how it works</p> <p>Flexible Learning – The New Normal</p> <p>Migrating Classes to Flexible Mode</p> <p>The Role of School Heads in Managing Flexible Learning</p> <p>Building Professional Learning Communities for Flexible Learning</p> <p>Evaluating the Results of the Flexible Learning Modes</p>		<p>November 15-19 &amp; 22-26, 2021</p> <p>November 29-December 3 &amp; December 6-10, 2021</p>	
4	PD-2021-0022-0517	<p>SCAFFOLDED: School in Crisis Action for Fundamental Online Leadership and Distance Education</p>	<p>School Administrators and Supervisors</p>	<p>October 18-22, 2021</p> <p>October 25-29, 2021</p> <p>November 1-5, 2021</p> <p>November 8-12, 2021</p> <p>November 15-19, 2021</p> <p>November 22-26, 2021</p>	<p>Php 4,500</p>	



6	PD-2021-0034-0727	Instructional Leadership in the New Normal	School Heads	<b>Batch 1:</b> October 4-8, 2021 <b>Batch 2:</b> November 22-26, 2021 <b>Batch 3:</b> December 6-10, 2021	Php 3,800
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**N.B. Training date/s may be customized**