



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

Office of the Schools Division
Superintendent

January 20, 2025

DIVISION MEMORANDUM
NO: 049 s. 2025

PROVISION OF E-LEARNING COURSES TO DEPED EDUCATORS

TO: Assistant Schools Division Superintendent
Chief, CID and SGOD
All Public Elementary and Secondary Principals
All Others Concerned

1. This Office hereby disseminates Regional Memorandum No. 0066 s. 2025 titled "Provision of e-Learning Courses to DepEd Educators" contents of which is self-explanatory for the information and guidance of all concerned.
2. Participants are asked to accomplish the attached Form "Undertakings" and submit a hard and soft copy to the Division Office through the SGOD, HRDS as soon as possible.
3. Attached is the Form of Undertaking and the List of Qualifiers and RM No. 0066 s. 2025 for more details.
4. Immediate and wide dissemination of this Memorandum is desired.


WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent

WDB/EQA/SGOD/MCC/fct



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

E-Learning Participants- Cohort 1

RegionID	DivisionID	School_ID	Full Name	School
REG7	REG7-16	118701	PUNGAY, LORNA MAE POQUITA	Bool ES
REG7	REG7-04	118702	LIAO, OFELIA MABALE	Booy ES
REG7	REG7-16	118702	DIVINAGRACIA, MARCELINA MASLOG	Booy ES
REG7	REG7-16	118703	DINSAY, ROWENA ALACIDA	Booy South ES
REG7	REG7-16	118704	MAHUMAS, SYLVIA JUMAYLAB	Cabawan ES
REG7	REG7-16	118706	AUTENTICO, RACHEL PAHANG	Cogon ES
REG7	REG7-16	118706	CANDA, ROSA DE LIMA EJOC	Cogon ES
REG7	REG7-16	118706	SUBAAN, CHRISTINE CALAMBA	Cogon ES
REG7	REG7-16	118707	BALISTOY, ROSALMA TOLELIS	Dampas ES
REG7	REG7-16	118707	DAYOT, NELZON SAGA	Dampas ES
REG7	REG7-16	118707	MOSQUERA, LIZARETTE CEMINE	Dampas ES
REG7	REG7-16	118708	JALA, GLAIZA TANDUGON	Dao ES (Promoted to School Principal position @ Cogon ES)
REG7	REG7-16	118708	SOLLJON, ADELIA AYENG	Dao ES
REG7	REG7-16	118709	PABLO, ROSALINA TARE	Eastern Cogon ES
REG7	REG7-16	118710	MADRIO, MARLENE GONDONG	Manga ES
REG7	REG7-16	118710	MILLANES, RANULFO GOLOSINO	Manga ES
REG7	REG7-16	118710	PANTINOPE, MARIA EDEN AMPARADO	Manga ES
REG7	REG7-16	118712	BALUCA, MARLYN DUMILIG	San Isidro ES
REG7	REG7-16	118712	BASTES, MAE MAESTRADO	San Isidro ES
REG7	REG7-16	118712	MONTESCO, ROSE FRANCIS BALOCO	San Isidro ES
REG7	REG7-16	118712	PIS-AN, FLOREDITH SERCADO	San Isidro ES
REG7	REG7-16	118713	GARCIA, EVA RUTH REBORTERA	TCCES
REG7	REG7-16	118713	HADJI AMER, JOHANISA MINOR	TCCES
REG7	REG7-16	118713	MATUA, ASNAWI BANOG	TCCES
REG7	REG7-16	118713	TUPOS, VIRGILIO JR. BIJUD	TCCES
REG7	REG7-16	118716	FELICES, ARACELI QUIAO	Ubujan ES
REG7	REG7-16	233001	CORDOVA, CORAZON ABREGANA	TCCES
REG7	REG7-04	302846	BORJA, MA.CECILIA LAGUMBAY	Dr. Cecilio Putong NHS
REG7	REG7-16	302846	ALAGO, ROGELIO VEDRA	Dr. Cecilio Putong NHS
REG7	REG7-16	302846	ALVAREZ, GEOLITA BOLATETE	Dr. Cecilio Putong NHS
REG7	REG7-16	302846	ANO-OS, VANESSA MAE FALLAR	Dr. Cecilio Putong NHS
REG7	REG7-16	302846	ASAS, LAURA JAMILA	Dr. Cecilio Putong NHS
REG7	REG7-16	302846	AUXTERO, MA.TERESA GUDIN	Dr. Cecilio Putong NHS
REG7	REG7-16	302846	BERNALES, LIEZL CABRELLAS	Dr. Cecilio Putong NHS
REG7	REG7-16	302846	CALIPES, GENELLIE INTING	Dr. Cecilio Putong NHS
REG7	REG7-16	302846	CHAVEZ, MARIA HELEN OYAN	Dr. Cecilio Putong NHS
REG7	REG7-16	302846	DATOY, JR., RUFINO LIMBAROC	Dr. Cecilio Putong NHS
REG7	REG7-16	302846	DOSDOS, GINA CANEDA	Dr. Cecilio Putong NHS
REG7	REG7-16	302846	LORONO, MA. CORAZON CASTRO	Dr. Cecilio Putong NHS
REG7	REG7-16	302846	MARATAS, CLAIRE LOPEZ	Dr. Cecilio Putong NHS
REG7	REG7-16	302846	PALAC, MERNITA GAVAS	Dr. Cecilio Putong NHS
REG7	REG7-16	302846	PAMISA, VILMA SARASPE	Dr. Cecilio Putong NHS
REG7	REG7-16	302846	PELIN, FLORIDEL CAPALES	Dr. Cecilio Putong NHS
REG7	REG7-16	302846	PELIN, ROEL CASLIB	Dr. Cecilio Putong NHS
REG7	REG7-16	302846	SALUTAN, ROWENA CANDA	Dr. Cecilio Putong NHS
REG7	REG7-16	302846	SUAYBAGUIO, MERCY LYNN QUIOBE	Dr. Cecilio Putong NHS
REG7	REG7-16	302846	TAGARO, LUZMINDA MAGANTE	Dr. Cecilio Putong NHS
REG7	REG7-16	302874	AMORA, BERNARDITA DARUNDAY	Manga National HS
REG7	REG7-16	302874	BERNAS, BUTCH MATILDO	Manga National HS(working abroad)

REG7	REG7-16	302874	CABARLES, PABLITA RASONABE	Manga National HS
REG7	REG7-16	302874	DURON, GERALDINE CUYACOT	Manga National HS
REG7	REG7-16	302874	GONE, RAYMOND ANDUS	Manga National HS
REG7	REG7-16	302874	MACEREN, ROSEMARIE SIASON	Manga National HS
REG7	REG7-16	302875	AGUNOD, BERNADETTE NOLASCO	Mansasa NHS
REG7	REG7-16	302875	MAGDOZA, MA. GRACE PULOT	Mansasa NHS
REG7	REG7-16	302875	MONTON, JUANITA JOSOL	Mansasa NHS (Retired)
REG7	REG7-16	302875	ORTEGA, ESMERALDA SORIANO	Mansasa NHS
REG7	REG7-16	312302	ANOSA, JENNIFER AVENIDO	Cogon NHS
REG7	REG7-16	312302	BUTLIG, LUCIA SABIJON	Cogon NHS
REG7	REG7-16	312302	CUAJAO, BEVERLY JOY DEL PUERTO	Cogon NHS
REG7	REG7-16	312302	RANAY, VINCENT MARK PUTONG	Cogon NHS
REG7	REG7-16	312302	RESPITO, AILYN KADERON	Cogon NHS
REG7	REG7-16	312302	SUACILLO, GARNET MUNASQUE	Cogon NHS
REG7	REG7-16	322102	LAGUE, CECILIA MASLOG	San Isidro NHS
REG7	REG7-16	322102	NAPIERE, WARLITA AYENG	San Isidro NHS



Republic of the Philippines
Department of Education
 REGION VII - CENTRAL VISAYAS

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Office of the Regional Director

REGIONAL MEMORANDUM

No. 0033, s. 2025

1 JAN 2025

PROVISION OF E-LEARNING COURSES TO DEPED EDUCATORS

To: Schools Division Superintendents
 Assistant Schools Division Superintendents
 All Others Concerned

- Attached is DepEd Memorandum DM- OUHROD-2025-0127 from Usec. Wifredo E. Cabral, Undersecretary for Human Resource and Organizational Development dated January 16, 2025 titled **Provision of E-Learning Courses to DepEd Educators**, contents of which are self-explanatory, for the information and guidance of all concerned.
- The accomplished participant's nomination form and other required documents must be submitted on or before the deadline through this link: <https://bit.ly/3WpGXRP>.
- For queries and clarifications, you may contact Dr. Rosa H. Cabotaje, Scholarship Focal Person through this email address, rosa.cabotaje@deped.gov.ph.
- For immediate and wide dissemination.

SALUSTIANO T. JIMENEZ JD, EdD, CESO III
 Director IV
 Regional Director

SEE IYA / HRDD / NEAPRO7 / MGR/tdh



Doña M. Gaisano St., Sudlon, Lahug, Cebu City
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DepEd Tayo Region VII



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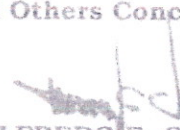
Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2025-0127

TO : **Regional Directors**
Schools Division Superintendents
HRDD Chiefs / NEAP R Focal Persons
School Heads
All Others Concerned

FROM : 
WILFREDO E. CABRAL
Undersecretary
Human Resource and Organizational Development

SUBJECT : **PROVISION OF E-LEARNING COURSES TO DEPED EDUCATORS**

DATE : 16 January 2025

- Pursuant to Republic Act No. 11713 "Excellence in Teacher Education Act" and DepEd Order No. 011, s. 2019 "Implementation of the National Educators Academy of the Philippines (NEAP) Transformation," NEAP is mandated to provide quality professional development (PD) programs to school leaders, in-service teachers, and other teaching-related personnel.
- In support of this mandate, **NEAP shall provide e-learning courses** that are aligned with the professional development priorities for each target job group, through the **E-Learning Courses Scholarship Program**.
- This program has the following objectives:
 - Enhance the professional competencies of school leaders and teachers through a diverse range of well-designed e-learning courses addressing their specific learning needs; and
 - Facilitate continuous and self-directed professional development of school leaders and teachers via an online platform, enabling flexible and self-paced learning that transcends time and location constraints.
- Please refer to the table that follows for the links to the list of participants per intake and the corresponding schedule.

Participants	Link	Schedule	
		Exploration	Official Start
Intake 1	https://anyurl.com/ElearningPaxIntake1	27 January - 04 February 2025	05 February 2025
Intake 2	https://anyurl.com/ElearningPaxIntake2	21-29 April 2025	05 May 2025

The e-IPCRF ratings for 2022-2023 were used to determine the participants for each Intake.

5. Each selected participant will be granted a license to access the available e-learning courses. These courses can be accessed through a desktop computer or laptop with an internet connection.
6. The Regional Offices (ROs) and the Schools Division Offices (SDOs) are advised to strongly support the participation of the selected school leaders and teachers in this endeavor.
 - a. HRDD Chiefs/NEAP R Focal Persons in charge of scholarships and SDO HRTD SEPS and EPS must follow the terms of reference, procedures, and timeline for program implementation outlined in *Enclosure 1*.
 - b. School Heads/Heads of Offices are advised to implement arrangements to support the participation of teachers and school leaders in the e-learning courses.
 - c. The *No Disruption of Classes Policy* must be strictly observed at all times.
7. Participants are required to accomplish and submit an *Undertaking (Enclosure 2)*. ROs are expected to consolidate and submit these documents in PDF format to the NEAP Scholarship Secretariat through the link <https://tinyurl.com/ttwa29h>.
8. An **Online Coordination Meeting** with HRDD Chiefs/NEAP R Focal Persons in charge of scholarships as well as SDO HRTD SEPS and EPS will be held on **17 January 2025 (Friday), 1:00 – 3:00 p.m.** via *Microsoft Teams* (<https://tinyurl.com/z45u344d>). Please confirm attendance through <https://forms.office.com/r/nXpPxVtUZv>.
9. To update our database, **all School Heads, Supervisors, Public Schools District Supervisors, and Head Teachers are required to complete the Data Profiling Form** through <https://forms.office.com/r/TtRTR9xzkv> by **07 March 2025**.
10. For any questions or clarifications, please reach out to the **NEAP Scholarship Secretariat** through email scholarships@deped.gov.ph or call (02) 8715-9919.
11. For immediate dissemination and appropriate action.

Copy furnished:
OFFICE OF THE SECRETARY

MALCOLM S. GARMA
Assistant Secretary for Operations



Republika ng Pilipinas
Department of Education

Enclosure 1

Terms of Reference and Procedures

Procedure	In-charge	Document/Access to the Document	Timeline
Issuance of Memorandum with the list of selected participants based on the National e-IPCRF report for SY 2022-2023 gathered by the Bureau of Human Resource and Organizational Development.	NEAP-Professional Development Division	List of selected participants for the 1 st Intake: https://tinyurl.com/ElearningPaxIntake1 2 nd Intake: https://tinyurl.com/ElearningPaxIntake2	January 10-15, 2025
Intake 1			
Communication to selected participants	SDO-HRTDS	List of selected participants (Intake 1)	January 16-20, 2025
Participant's submission of their Undertaking as confirmation of their participation	Selected Participants	Undertaking (Signed by the SDS)	January 21-24, 2025
Finalization of List of Participants with DepEd email addresses	SDO-HRTDS	https://tinyurl.com/Hw2j9h	January 24-29, 2025
Provision of access credentials to the 1 st Intake	NEAP-PDD	E-learning License	January 24-February 4, 2025
Participants' exploration of the platform	NEAP-PDD	E-learning License	January 27-February 4, 2025
Start of the program	NEAP-PDD	E-Learning License	February 5, 2025
Submission to NEAP of hard copies of the Undertaking (duly signed by the Regional Director)	RO-HRDD	<u>Hard</u> copies of the Undertaking	January 28-February 14, 2025
Intake 2			
Communication to selected participants	SDO-HRTDS	List of selected participants (Intake 2)	January 16-February 15, 2025
Participant's submission of their Undertaking as confirmation of their participation	Teacher-Participants	Undertaking (Signed by the SDS)	February 15-28, 2025
Finalization of List of Participants with DepEd email addresses	SDO-HRTDS	https://tinyurl.com/Hw2j9h	March 4-20, 2025
Provision of access credentials to the 2 nd Intake	NEAP-PDD	E-learning License	April 21-25, 2025
Participants' exploration of the platform	NEAP-PDD	E-learning License	April 21-29, 2025
Start of the program	NEAP-PDD	E-learning License	May 5, 2025
Submission to NEAP, hard copies of the Undertaking (duly signed by the Regional Director)	RO-HRDD	<u>Hard</u> copies of the Undertaking	April 28- May 8, 2025



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Enclosure 2

UNDERTAKING

I, [full name], [position] of [school, division, region], [age], [civil status], [citizenship], and residing at [address] hereby agree to participate in the E-Learning Courses Scholarship Program provided by DepEd through NEAP.

- a. I acknowledge that I have been selected to participate in the program which aims to enhance my competencies and support my continuous development as a school leader/teacher.
- b. I confirm that I have the necessary access to a computer or laptop with internet connection to take the online courses.
- c. I will commit the necessary time and effort to engage with the course content, take responsibility for the activities, and complete assignments.
- d. I am aware that the courses are self-paced and recognize my responsibility to manage my time effectively to ensure the completion of the courses within a reasonable period of time.
- e. In line with the *No Disruption of Classes Policy*, I will ensure that my participation in the online courses will not interfere with my leadership/teaching and other responsibilities in school.
- f. I agree to submit required reports related to the scholarship program in a timely manner.
- g. I shall conduct myself in such a manner that will uphold the moral integrity and professionalism of a DepEd personnel and a public servant throughout the course.
- h. I shall apply the knowledge, skills, and learning experiences that I will gain from the courses in my professional practice.
- i. Should I fail to fulfill my commitment towards the completion of the available online courses without any valid reason, I agree to refund in full to DepEd such sums of money as may have been defrayed by the Philippine government in relation to the scholarship program.

By signing this undertaking, I recognize my personal responsibility for my professional growth and commit to the application of the knowledge and skills gained through this program to contribute positively to the enhancement of students' learning outcomes and the development of basic education in the country.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 20____
at _____.

(Scholar's Name and Signature)

With the endorsement and approval of:

Schools Division Superintendent

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 20____ in _____.

Regional Director