



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

Office of the Schools Division
Superintendent

October 3, 2025

DIVISION MEMORANDUM

NO: 715 s. 2025

**GUIDING WITH PURPOSE: EMPOWERING MENTORS AND PROGRAM FACILITATORS
FOR THE REVISED TEACHER INDUCTION PROGRAM**

TO: Assistant Schools Division Superintendent
All Public Elementary and Secondary School Heads
All Others Concerned

1. This Office hereby disseminates RM 985 s. 2025 Re: **Guiding with Purpose: Empowering Mentors and Program Facilitators for the Revised Teacher Induction Program**", the contents of which are self-explanatory.
2. Please see attached Memorandum for more details.
3. For your information.


WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent

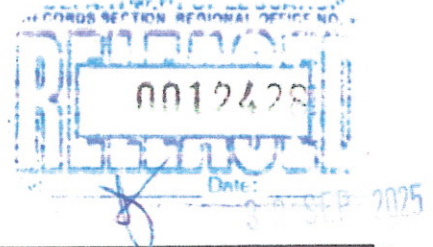
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Republic of the Philippines
Department of Education
 REGION VII - CENTRAL VISAYAS



Office of the Regional Director

received SGOD: (A)
 10/2/25 @ 2:42 pm

REGIONAL MEMORANDUM

No. **0985**, s. 2025

30 SEP 2025

**GUIDING WITH PURPOSE: EMPOWERING MENTORS AND PROGRAM FACILITATORS
 FOR THE REVISED TEACHER INDUCTION PROGRAM**

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

- Attached is an Advisory from Director Micheal Joseph P. Cabauatan, Director III, NEAP, dated September 25, 2025 titled **Guiding with Purpose: Empowering Mentors and Program Facilitators for the Revised Teacher Induction Program**, contents of which are self-explanatory, for the information and guidance of all concerned.
- For queries and clarifications, you may contact Dr. Rosa H. Cabotaje, Induction Program 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





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Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

September 25, 2025

ADVISORY

*Guiding with Purpose: Empowering Mentors and Program Facilitators
for the Revised Teacher Induction Program*

1. This advisory has reference to **DM-OULS-2025-048, the Call for Participants for the Revised Teacher Induction Program (RTIP)**, dated August 12, 2025.
2. Please be informed that the **Guiding with Purpose: Empowering Mentors and Program Facilitators for the Revised Teacher Induction Program (Cluster 1)** activity has been **moved to October 21-24, 2025**. Consequently, the activities for Cluster 3 and Cluster 4 will be **rescheduled**, while Cluster 2 (Regions VI, VII, VIII and NIR) **will proceed as scheduled**.

Please refer to the table below:

Title	Venue	Original Date of Conduct	New Date of Conduct
Guiding with Purpose: Empowering Mentors and Program Facilitators for the Revised Teacher Induction Program (Cluster 1- Regions I, II, III, CAR)	NEAP Training Facility Baguio City	September 23-26, 2025	October 21-24, 2025
Guiding with Purpose: Empowering Mentors and Program Facilitators for the Revised Teacher Induction Program (Cluster 3- Regions IX, X, XI, XII, CARAGA)	TBA	October 21-24, 2025	TBA
Guiding with Purpose: Empowering	TBA	November 11-14, 2025	TBA

for the Revised Teacher Induction Program (Cluster 4- Regions IV-A, IV-B, V, NCR)			
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3. NEAP remains committed to delivering these activities in full support of RTIP. A separate advisory will be issued to provide details on the new schedule and venues for Clusters 3 and 4. Arrangements for implementing the said activity will also be outlined therein, ensuring that participants receive the guidance and capacity-building opportunities intended for them.
4. The following are enclosed for reference and guidance:
 - Enclosure 1** : List of Participants
 - Enclosure 2** : Meal Schedule
 - Enclosure 3** : Accommodation Schedule
5. NEAP sincerely appreciates the patience and understanding of all concerned regarding this matter. For any questions or concerns, you may coordinate with **Mr. Billy Rei M. Pagba**, Senior Education Program Specialist of NEAP-PDD, through email at billyrei.pagba@deped.gov.ph or at neap.pdd@deped.gov.ph.



MICHAEL JOSEPH P. CABAUTAN
Director III, NEAP



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Enclosure 1

List of Participants

A. Program Management Team

No	Name	Office	Position/ Designation	Terms of Reference
1	Marife Morcilla	NEAP-PDD	Project Development Officer V	- provides overall guidance to the program management team (PMT) and relays management directions for the program
2	Alexander Simagala			
3	Billy Rei Pagba		Senior Education Program Specialist	- leads in the implementation of the program - discusses parameters and standards in the implementation of the program; and - leads in the daily briefing and debriefing of the PMT
4	Mathew Bofete		Project Development Officer II	- drafts the daily evaluation form of the program - assist in documenting the activity - serves as learning manager for one breakout room
5	Julie Lyka Ignao		Project Development Officer II	- communicates with participants and partners for announcements; - serves as host/facilitator during the plenary sessions; and - facilitates the participants' compliance of registration and attendance - serves as learning manager for one breakout room



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6	Aizyl Ann Natanauan		Technical Assistant II	<ul style="list-style-type: none"> - serves as documenter for the activity; - prepares supplies, certificates, registration and attendance sheets; and - serves as learning manager for one breakout room
7	Jallal Malaguia		Technical Assistant II	<ul style="list-style-type: none"> - makes slide decks and other templates - serves as technical support and photo documenter for the activity
8	Ann Christine Sison			<ul style="list-style-type: none"> - serves as documenter for the activity; -serves as learning manager for one breakout room
9	Jojet Gabriel		Technical Assistant I	<ul style="list-style-type: none"> - serves as technical support in breakout rooms particularly concerns relative to LMS - assists in the preparation of supplies and other resources and program needs
10	Kyle Macalalad		Administrative Support I	<ul style="list-style-type: none"> - provides technical support in breakout rooms - assists in the preparation of supplies and other resources and program needs
11	Welfare Officer			<ul style="list-style-type: none"> - ensure medical needs of the participants are appropriately addressed



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B. Field Participants who will serve as Resource Speakers

	Name	Region	Position/ Designation	Guiding with Purpose: Empowering Mentors and Program Facilitators for the Revised Teacher Induction Program (Cluster 1) October 21-24, 2025	Guiding with Purpose: Empowering Mentors and Program Facilitators for the Revised Teacher Induction Program (Cluster 2) October 7-10, 2025	Guiding with Purpose: Empowering Mentors and Program Facilitators for the Revised Teacher Induction Program (Cluster 3) TBA	Guiding with Purpose: Empowering Mentors and Program Facilitators for the Revised Teacher Induction Program (Cluster 4) TBA
1	Elsie V. Mayo	I	Principal	✓	✓		✓
2	Romel N. Sanchez	I	Head Teacher III	✓	✓	✓	✓
3	Divina I. Ramel	II	Principal II	✓	✓	✓	✓
4	Joy S. Ferrer-Lopez	II	Education Program Supervisor	✓	✓	✓	✓
5	Annie Michelle F. Laurzano	III	Public District Supervisor	✓	✓	✓	✓
6	Jennifer A. Quiambao	III	Principal I	✓	✓		✓



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7	Grace Urbien-Salvatus	IV-A	Principal II	✓	✓	✓	✓
8	Arlene M. Hernandez	IV-A	Public School District Supervisor	✓	✓		✓
9	Gerlie C. Lopez	IV-A	Education Program Supervisor	✓	✓	✓	✓
10	Jonalyn B. Pattalitan	IV-B	Education Program Specialist II				✓
11	Christian M. Alberto	IV-B	Senior Education Program Specialist		✓	✓	✓
12	Marlin G. Rylander	IV-B	Head Teacher III	✓	✓	✓	✓
13	Annie B. Baylon	V	Public School District Supervisor	✓	✓	✓	✓
14	Ma. Shella B. Suñas	V	Principal I				✓
15	Jay C. Blancaflor	VI	Education Program Specialist II	✓	✓	✓	✓
16	Lalain E. De Los Santos	VI	Public School District Supervisor		✓	✓	✓



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17	Yvonne B. Gera	VII	Senior Education Program Specialist		✓	✓	✓
18	Rosa H. Cabotaje	VII	Education Program Supervisor	✓		✓	✓
19	Marisol C. Margate	VIII	Education Program Specialist II		✓		✓
20	Ma. Colleen L. Emoricha	IX	Assistant Schools Division Superintendent	✓		✓	✓
21	JD Ace B. Palanas	X	Master Teacher	✓	✓	✓	✓
22	Joan A. Enad	X	Teacher III				✓
23	Elixes B. Eleccion	XI	Principal III			✓	
24	Kevin Lloyd V. Hijastro	XII	Education Program Specialist II	✓		✓	
25	Fe H. Lopez	CA RA GA	Senior Education Program Specialist				✓
26	Marylin A. Tolbe	CA R	Public Schools District Supervisor			✓	



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27	Ivy M. Romano	NC R	Senior Education Program Specialist	✓	✓		✓
28	Noemi A. Velario	NC R	Senior Education Program Specialist	✓		✓	✓
Total				18	18	19	25



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Enclosure 2

MEAL SCHEDULE

*Guiding with Purpose: Empowering Mentors and Program Facilitators
for the Revised Teacher Induction Program*

Meals	DAY 0	DAY 1	DAY 2	DAY 3	DAY 4
	Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast		✓	✓	✓	✓
AM Snack		✓	✓	✓	✓
Lunch		✓	✓	✓	✓
PM Snack		✓	✓	✓	✓
Dinner	✓	✓	✓	✓	



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Enclosure 3

ACCOMMODATION SCHEDULE

*Guiding with Purpose: Empowering Mentors and Program Facilitators
for the Revised Teacher Induction Program*

Activity	Check-In Date and Time	Check-Out Date and Time
Guiding with Purpose: Empowering Mentors and Program Facilitators for the Revised Teacher Induction Program (Cluster 1- Regions I, II, III, CAR) NEAP Training Facility Baguio City	20 October 2025 3:00 p.m.	24 October 2025 12:00 noon
Guiding with Purpose: Empowering Mentors and Program Facilitators for the Revised Teacher Induction Program (Cluster 2- Regions VI, VII, VIII and NIR) DepEd Ecotech Center Cebu City	6 October 2025 3:00 p.m.	10 October 2025 12:00 noon