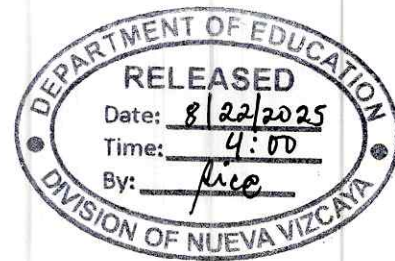




Republic of the Philippines
Department of Education
Region II – Cagayan Valley
SCHOOLS DIVISION OF NUEVA VIZCAYA



22 August 2025

DIVISION MEMORANDUM
No. 401, s. 2025

**PARTICIPANTS TO THE CAPABILITY BUILDING OF LEAD TRAINERS FOR THE
DIVISION TRAINING OF SCHOOL LEADERS**

To: Assistant Schools Division Superintendent
Functional Division Chiefs
Education Program Supervisors
Public Schools District Supervisors/District In-Charge
Public Elementary and Secondary School Heads
All others concerned

1. With reference to Regional Memorandum No. 362, s. 2025, Re Capability Building of Lead Trainers for the Division Training of School Leaders, this Office informs the field of the participants on the said activity on August 25-27, 2025 at NEAP Conference Hall, Tuguegarao City.

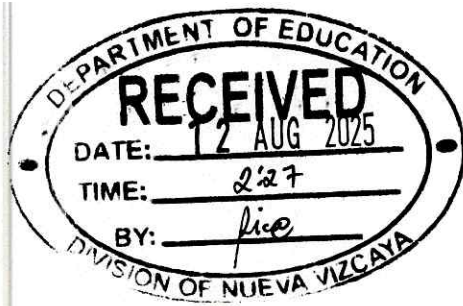
2. SDO Nueva Vizcaya participants in the said activity are the following:

| Name | Position | Office / School/ District |
|--------------------------------|------------------------------------------|------------------------------|
| Adonis C. Ceperez EdD, CESE | Asst. Schools Division Superintendent | OSDS |
| Noli Mar M. Navarro PhD | SEPS - SMME | SGOD |
| Trecy C. Ucol | Principal III | Bambang CS-ISC |
| Irene B. Bosque | Principal IV / DIC | Aritao I District |
| Roselle R. Mendoza PhD | Principal III | Ambaguio NHS |
| Arnel A. Panganiban PhD | PSDS | Bambang I District |
| Arnel M. Batalla PhD | Principal IV / DIC | Sta. Fe District |
| Jerry B. Lazaro | Principal III/DIC | Aritao II |
| Maria Olivia M. Brazil | Principal IV/DIC | Kasibu West |
| Carmelita L. Pale EdD | Principal III / DIC | Ambaguio District |
| Roberto D. Cutillon | Principal IV | Diadi NHS |
| Menalyn A. Salvador EdD | Principal III | Quezon NHS |
| Joy A. Salting EdD | Principal II | Bagabag CS |
| Jefferson G. Roda EdD | Principal II | Mauan ES |

3. All other provisions of RM 362, s. 2025 remain in effect.

4. For information, guidance, and compliance.


ORLANDO E. MANUEL PhD, CESO V
Schools Division Superintendent
08-2025-372



Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY



August 07, 2025

REGIONAL MEMORANDUM

No. **362**, s. 2025

**CAPABILITY-BUILDING OF LEAD TRAINERS FOR THE DIVISION
TRAINING OF SCHOOL LEADERS**

To: Schools Division Superintendents
All Others Concerned

1. In preparation for the Training of School Leaders, this Office shall conduct **Capability-building of Lead Trainers for the Division Training of School Leaders** with details as follows:

| Activity | Participants | Date | Venue |
|---------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Completed Staff Work of the Regional Office PMT and Select Trainers | RO Focal/Content Experts, Lead Trainers/Editors, RO PMT | August 12-13, 2025 | https://tinyurl.com/x7bhpwn2  |
| Capability-building of Lead Trainers | RO Focal/Content Experts, Lead Trainers/Editors, RO PMT, Program Manager and Identified Resource Persons from SDOs | August 25-27, 2025 | 3 RD Floor, NEAP Conference Hall, Tuguegarao City |

2. This initiative aims to equip the identified participants with a thorough understanding of the training content and delivery strategies to effectively cascade the sessions at the division level.

3. The participants are entitled to *Vacation Service Credits (VSCs)* in accordance with DepEd Order No. 013, s. 2024 "Revised Guidelines on the Grant of VSCs for Teachers" or *Compensatory Time-Off* pursuant to CSC-DBM Joint Circular No. 2, s. 2004 "Non-Monetary Remuneration for Overtime Services Rendered," whichever is applicable.



Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500
Telephone Nos.: (078) 304-3855; (078) 396-9728
Email Address: region2@deped.gov.ph
Website: region2.deped.gov.ph



4. Enclosed are the list of participants and indicative program of activities for reference.

5. The participants are reminded to bring their own laptops, chargers, extension cords, other sources of internet connectivity (e.g., mobile data, pocket wifi, etc.), and any necessary medication/s.

6. Below is the meal schedule for guidance.

| Meals | August 25, 2025 | August 26, 2025 | August 27, 2025 |
|-----------|-----------------|-----------------|-----------------|
| Breakfast | | ✓ | ✓ |
| AM Snack | RO PMT only | ✓ | ✓ |
| Lunch | ✓ | ✓ | ✓ |
| PM Snack | ✓ | ✓ | ✓ |
| Dinner | ✓ | ✓ | ✓ |

7. The board and lodging and supplies and materials of the participants shall be charged against the RO HRD Fund (OSEC-2-25-02704), while travel and other incidental expenses shall be borne by local funds, subject to the usual accounting and auditing rules and regulations.

8. For concerns or clarifications, please contact Ms. Joy S. Ferrer-Lopez, Education Program Supervisor, HRDD, at 0915-692-7631 or via email at hrdd.region2@deped.gov.ph.

9. For immediate dissemination and appropriate action.


BENJAMIN D. PARAGAS PhD, CESO III
Director IV/Regional Director



Enclosure 1 to RM No. **362**, s. 2025 (List of Participants)

B. Identified Resource Persons from SDOs/Lead Trainers in the Division Roll-out

| SDO | Participants (Lead Trainers in the Division Roll-out) |
|-----------------|------------------------------------------------------------------|
| Cagayan | 30 |
| Cauayan City | 4 |
| City of Ilagan | 4 |
| Isabela | 34 |
| Nueva Vizcaya | 14 |
| Quirino | 8 |
| Santiago City | 2 |
| Tuguegarao City | 2 |
| Total | 98 |