



Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION III-CENTRAL LUZON

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February 14, 2017

REGIONAL MEMORANDUM

No. 27 s. 2017

**REGIONAL ROLL-OUT OF SCHOOL HEADS DEVELOPMENT PROGRAM
 (SHDP): FOUNDATION COURSE (Batch 2, Group 3, Module 3)**

To: Schools Division Superintendents
 Regional Division Chiefs
 All Others Concerned

1. The Department of Education Regional Office III, through the Human Resource Development Division (HRDD), announces the Regional Roll-Out of the School Heads Development Program (SHDP): Foundation Course for Batch 2, Group 3, Module 3, which was indefinitely postponed last year.

2. The SHDP is intended to improve the capacity of school heads in leading and managing their schools as enumerated in the following specific objectives:

1. improve the participants' capacity in managing their schools;
2. broaden their understanding on school leadership;
3. enhance their skills on the competencies of the course; and,
4. draft an individual Application Project.

3. The following is the training schedule which will be conducted in two batches:

Batch	Class	Date	Venue
A	1, 2, & 3	March 17 - 24, 2017	NEAP-III, Pulungbulu, Angeles City
B	4 & 5	March 27 – April 03, 2017	NEAP-III, Pulungbulu, Angeles City

4. Participants to this training are the school heads who attended Batch 2, Group 3, Modules 1 and 2 of the SHDP: Foundation Course last year (*see Enclosure No. 1 for the List of Participants*).

5. For the *List of Facilitators, Class Monitors, Quality Assurance Monitoring and Evaluation (QAME) and members of the Training Management Team*, please refer to *Enclosure No. 2*.

6. Participants are expected to be at the training venue on Day Zero at three o'clock in the afternoon for the Opening Program. Registration is set at 1:00 p.m. – 3:00 p.m. For Batch A Module 3, Day Zero is on March 17, 2017 while for Batch B Module 3, Day Zero is on March 27, 2017 (*See Enclosure 3 for Training Matrix*).





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7. Expenses relative to this training such as board and lodging of participants (school heads, facilitators, class monitors, Quality Assurance Monitoring and Evaluation monitors, and training management team) shall be charged to the Regional MOOE while their transportation expenses shall be charged against local funds subject to the usual accounting and auditing rules and regulations.

8. Participants (school heads, facilitators, class monitors, QAME monitors and training management team) shall be entitled to Compensatory Time-Off (CTO) in accordance with CSC and DBM Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.

9. For more information, all concerned may email the HRDD at ro3depd.tdd@gmail.com.

10. Wide and immediate dissemination of this Memorandum to all concerned is earnestly desired.


MALCOLM S. GARMA, CESO V
Director III 
Officer-In-Charge
Office of the Regional Director
 


Encs: As stated
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