



Republic of the Philippines
Department of Education
REGIONAL OFFICE NO. VIII (EASTERN VISAYAS)
Government Center, Candahug, Palo, Leyte



January 9, 2017

REGIONAL MEMORANDUM

No. **1019** s. 2017

**SCREENING OF NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES REGION 8
(NEAP R-8) LEARNING FACILITATORS FOR THE GRADE 12
MASS TRAINING OF TEACHERS (MTOT)**

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

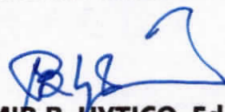
1. This Regional Office through the Human Resource Development Division announces the conduct of the screening and selection of National Educators Academy of the Philippines Region 8 (NEAP R-8) Learning Facilitators who will be tapped in the Mass Training of Grade 12 Teachers.
2. The applicants will be evaluated based on the following requirements:
 - must be at least Head Teachers, Principals, Education Program Specialists, Senior Education Program Specialists, Public School District Supervisors and Education Program Supervisors;
 - have been involved in previous trainings as participants/trainers/facilitators/writers for the K to 12 Basic Education Program;
 - possess excellent communication and facilitation skills;
 - computer/Information and Communication Technology proficient;
 - must be physically fit; and
 - not more than 50 years old.
3. Applicants must submit thru email the scanned accomplished application form and other documents using the attached templates to this Office through the HRDD Chief, attention: Alejandra B. Lagumbay with email address: alileelagumbay@yahoo.com.ph not later than **February 13, 2017** for the **Phase 1** (Paper Screening).
4. Sixty (60) qualified applicants will be eligible for **Phase 2** (Session Guide Writing) and **Phase 3** (Facilitation Skills Demonstration) processes on **February 23-24, 2017** at RELC, NEAP R-8, Government Center, Candahug, Palo, Leyte.



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5. Expenses for the cost of venue, meals, supplies and materials of the participants and Program Management Team shall be charged to MOOE Fund of the Regional Office while travel and other incidental expenses of the participants to Division/School MOOE Fund, subject to usual accounting and auditing rules and procedures.
6. Immediate dissemination of and appropriate action with this memorandum are desired.


RAMIR B. UYTICO, Ed. D., CESO IV
OIC-Regional Director

Enclosure: Application Templates

References: 2017 AIP

To be included in the Perpetual Index under the following subjects:

EVALUATION

FACILITATORS

MTOT

SCREENING



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NEAP R-8 FACILITATORS' POOL

APPLICATION FORM

Last Name	First Name	Middle Name
Birth Date	Sex	
Position	Office	
List of Training Management and Facilitation Attended (Use additional sheets if necessary)		
Title	Inclusive Dates	Provider
List of Trainings/Topics Facilitated (Use additional sheets if necessary)		
Title	Inclusive Dates	Topic Presented

Please attach certified copies of certificates of attendance/ participation/ completion/ appreciation recognition to support.



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CHARACTER REFERENCE

CONFIDENTIAL

One copy to be filled-out by the immediate supervisor and another by a co-worker or peer. Filled-out copies should be placed in a sealed mail envelop and signed before submission to the Regional Screening Committee.

Name of Nominee	Position
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- How long have you known the nominee (years/months)

- In what connection, or under what circumstances, have you known him/her?

- Please rate the nominee in terms of the dimensions which have been identified as a critical to program performance. The checklist below is intended to facilitate your assessment. If you wish, you may also write a separate letter as an addition to this form.

Dimensions	No Basis for Judgment	Below Average	Above Average	Excellent/ Outstanding
1.Integrity				
2.Work Ethics				
3.Interpersonal Skills				
4.Time Management				
5.Stress Management				

- How will this person be able to contribute in providing better training programs?

 (Signature Over Printed Name)



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Letter of Recommendation

DR. RAMIR B. UYTICO, CESO IV
OIC-Regional Director
DepEd Regional Office 8
Government Center, Candahug
Palo, Leyte

Sir:

I would like to recommend Mr./Ms. _____ to the National Educators Academy of the Philippines Region-8 (NEAP R-8) Facilitators' Pool. She/he has been with the (Office) as a _____ for _____ years.

This office does not pose any objection to any of his/her assignment as a NEAR R-8 Learning Facilitator if she/he will qualify after the screening process.

Thank you very much.

Very truly yours,

Signature over printed name

Position



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Letter of commitment

DR. RAMIR B. UYTICO, CESO IV
OIC-Regional Director
DepEd Regional Office 8
Government Center, Candahug
Palo, Leyte

Sir:

This is to signify my commitment if I qualify as a member of the National Educators Academy of the Philippines Region 8 (NEAP R-8) Facilitators' Pool, to make myself available for training programs that would require my expertise and services.

Thank you very much.

Very truly yours,

Signature over printed name

Position



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