



Republika ng Pilipinas


## Department of Education

OFFICE OF THE UNDERSECRETARY  
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

### MEMORANDUM

DM-HROD-NEAP-2023-1069

TO : **BUREAU AND SERVICE DIRECTORS**  
**REGIONAL DIRECTORS**  
**HUMAN RESOURCE DEVELOPMENT DIVISION CHIEFS**  
**NEAP-R FOCAL PERSONS**  
**ALL OTHERS CONCERNED**

FROM :   
**GLORIA DUMAMIL-MERCADO**  
*Undersecretary for Human Resource and Organizational Development*

SUBJECT : **INVENTORY OF EXISTING PROFESSIONAL DEVELOPMENT**  
**(PD) PROGRAMS DEVELOPED BY DEPED CENTRAL OFFICE**  
**AND REGIONAL OFFICES**

DATE : **August 09, 2023**

1. In reference to the DM-OUHROD-2023-0851 or the **List of Priority Professional Development (PD) Programs for Teachers and School Leaders with Activities to be charged against HRD Funds in ROs and SDOs**, the National Educators Academy of the Philippines-Quality Assurance Division (NEAP-QAD) will conduct an inventory of existing DepEd Central Office and Regional Offices developed PD programs.
2. Relative to this, DepEd Central Office Bureaus/Services/Units and Regional Offices are requested to submit a list of **Non-NEAP-CO Recognized PD Programs** with the following completely developed materials:
  - a. Detailed PD Program Design
  - b. Monitoring and Evaluation Plan
  - c. Session Guides
  - d. Assessment Tools
  - e. Learning Resource (LR) Materials:
    - I. Slide Decks
    - Ii. Modules (If Applicable)
    - Iii. Worksheets (If Applicable)
    - Iv. Non-Print Materials
3. Please submit the duly accomplished Enclosure 1 (List of PD Programs) spreadsheet link: <https://bit.ly/Non-NEAP-COREcognizedPDPrograms> and the PD Program Designs (formerly known as Form R.1) to [qa.pdpneap@deped.gov.ph](mailto:qa.pdpneap@deped.gov.ph) on or before **August 18, 2023**.

4. For queries and concerns, please contact **Ms. Lourdes U. Arguelles** of NEAP-QAD at telephone no. **(02) 8633-7207**, 2/F Mabini Bldg. DepEd Complex, Meralco Avenue, Pasig City.
5. Immediate dissemination of this memorandum is desired.

*NEAP-QAD/DepEd*