



Republic of the Philippines  
**Department of Education**  
**Region XIII - Caraga**  
 J. Rosales Ave., Butuan City



January 11, 2018



**REGIONAL MEMORANDUM**

No. 028, s. 2017

**ADDITIONAL PARTICIPANTS TO THE REGIONAL ROLL-OUT OF THE  
 SCHOOL HEADS DEVELOPMENT PROGRAM (SHDP):  
 FOUNDATION COURSE BATCH 2**

To: **SCHOOLS DIVISION SUPERINTENDENTS**  
 This Region

1. The field is hereby informed of the **Additional Participants to the Regional Roll-Out of the School Heads Development Program (SHDP): Foundation Course Batch 2.**
2. Enclosure No.1 indicates the list of participants from the SHDP: Foundation Course Batch 1 who shall attend to specified module as requirement for their completion of the course.
3. The RNEAP facilitators indicated in Enclosure No. 2 shall arrive on the Day 0 of every module for a management team meeting prior to the opening program.
4. The SGOD Chief from the twelve (12) Schools Division Office shall attend the first opening program on January 15, 2018 to monitor the attendance of their respective participants.
5. Expenses incurred during the conduct of this activity including the travel and per diem of facilitators, monitors, and members of the program management team are chargeable against SARO No. OSEC-13-17-8411, while the travel and per diem of participants and guests shall be charged against local funds, subject to usual accounting and auditing rules and regulations.
6. The participants and training management team shall be entitled to Compensatory Time-Off (CTO) in accordance with Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on *Non-Monetary Remuneration for Overtime Service Rendered.*
7. Immediate dissemination of this Memorandum to all concerned is highly desired.

  
**BEATRIZ G. TORNO, Ph.D., CESO IV**  
 OIC-Regional Director

Encl.: As stated  
 Reference: SARO No. OSEC-13-17-8411, RM No. 527, s. 2017  
 To be indicated in the PERPETUAL INDEX under the following subjects:  
 BASIC EDUCATION PROJECTS  
 OFFICIALS SCHOOLS  
 PROGRAMS TRAINING PROGRAMS

**PARTICIPANTS FROM SCHOOL HEADS DEVELOPMENT  
PROGRAM (SHDP): FOUNDATION COURSE BATCH 1**

<b>DIVISION</b>	<b>FAMILY NAME</b>	<b>GIVEN NAME</b>	<b>MI</b>	<b>MODULE TO ATTEND</b>
ADN	BELIOTA	LILIBETH	B	1A & 1B
ADN	CABULOSAN	ZORAIDA	T	1A & 1B
ADN	PAGARA	ARLENE	D	1A & 1B
ADN	SOLEN	NOREEN	V.	1A & 1B
ADN	TUBASIS	ANNABEL	M.	1A & 1B
SIA	SAPURAS	ROLANDO	S.	1A & 1B
BXU	MACABENLAR	IMELDA		1A & 1B
SC	SALAS	ROWENA	L	2
ADN	POCONG	GEMMA	L	3
SDS	BANDOLA	MARLITA	D	3
SDS	GIANGO	ZOSIMA	S.	3
ADN	PESITAS	SEVERINO		3

**RNEAP FACILITATORS**

<b>CLASS</b>	<b>MODULE 1</b>	<b>MODULE 2</b>	<b>MODULE 3</b>
Makabayan	FLUELLEN COS	CARLOS CATALAN, JR.	CARLOS TIAN CHOW CORREOS
	DAVID CARMELO	JOVY LIZA	NIESA CULTURA
	LIZA GUINGGUING	MANUEL LIMJOCO	JESTER CEBALLOS
Maka-Diyos	WILLY DUMPIT	CARLOS TIAN CHOW CORREOS	FLUELLEN COS
	JONIVIL VIDAL	LOINDA GUERTA	GIOVANETTE ESPEJON
	FILMAR ANINO	JONAS JUMONONG	JAY RIAN DALMAN
Makakalikasan	CARLOS TIAN CHOW CORREOS	MA. EVANGELINE DAGUMAN	MA. RUTH EDRADAN
	MA. EVANGELINE DAGUMAN	REYLAN ALAS	MARILOU CURUGAN
	MA. LUISA GUYANO	FERNANDO DONES	JEAN RAMIREZ
Invited Resource Person		ALEJANDRO MACADATAR	