Department of Education Region III

DIVISION OF ANGELES CITY

Jesus Street, Pulungbulu, Angeles City

Tel. No. (045) 322-5722; 887-5254; 322-4702 / Fax Nos. (045) 888-05

January 31, 2018 3

DIVISION MEMORANDUM

No. 57 s. 2018

UPDATED DATABASE OF 2016 SCHOOL HEADS DEVELOPMENT PROGRAM (SHDP): FOUNDATION COURSE PARTICIPANTS AND COMPLETERS

To: Public Elementary and Secondary School Heads All Others Concerned

- Attached in the Regional Memorandum no. 12 s. 2018 dated January 26, 2018, entitled Updated Database of 2016 School Heads Development Program (SHDP): Foundation Course Participants and Completers
- In this regards, the Human Resource and Development (HRD) Unit is requesting the participants and completers to accomplish the template with the information that needs to be updated.
- Please submit the report on or before February 2, 2018. E-mail the updated 3. attachment (excel format) at SGOD.DEPEDAC@gmail.com.
- Immediate dissemination and compliance of this Memorandum is desired. 4.

SON-CUNANAN, CESO VI

Officer In-Charge

Office of the Schools Division Superintendent

Republic of the Philippines

DEPARTMENT OF EDUCATION REGION III-CENTRAL LUZON

D.M. Government Center, Maimpis, City of San Fernando, Pampanga

Website: www.depedregion3.com + Email: region3@deped.gov.ph

Tel. Nos. (045) 455-2309 • 455-2312 • 455-2307



January 24, 2018

REGIONAL MEMORANDUM

No. 12 s. 2018

UPDATED DATABASE OF 2016 SCHOOL HEADS DEVELOPMENT PROGRAM

(SHDP): FOUNDATION COURSE PARTICIPANTS AND COMPLETERS

To: Schools Division Superintendents
SGOD Chiefs, SEPS-HR
All Others Concerned

- 1. The Department of Education Regional Office III, through the Human Resource Development Division (HRDD), is updating its database of the participants and completers of the 2016 SCHOOL HEADS DEVELOPMENT PROGRAM (SHDP):FOUNDATION COURSE.
- 2. The updated database shall serve as:
- a. official directory of the SHDP: Foundation Course participants and completers:
- b. basis for verification of submitted documents for promotion and reclassification where the SHDP: Foundation Course certificates of participation and completion are included in the requirements; and,
- c. source of data for future capacity-building activities and interventions.
- 3. Included in the softcopy of this memorandum is the attachment (Excel file) of the list of 2016 SHDP: Foundation Course participants and completers with the following information that need to be updated:

| No. | Division | Name of School Head | | | | Position | School (present) | E- Mail | Mobile No. | Issued with Certificate of Participation (pls. place a or X for your answer) | | | Passed the Application Project and Issued with Certificate o Completion | |
|-----|----------|---------------------|---------------|------|------|----------|---------------------|------------|---------------|---|-------------|-------------|--|----|
| | | Surname | First Name | M.I. | Ext. | | | | | Module 1 | Module 2 | Module 3 | Yes | No |

- 4. Please submit this report on or before February 23, 2018. E-mail the updated attachment (Excel file) at region3@deped.gov.ph and hrdd.roiii@deped.gov.ph.
- 5. You may call HRDD at telephone number (045)-455-2309 local 114 and ask for Mrs. Imelda B. Juan, Education Program Specialist, for questions or clarifications regarding this matter.
- 6. For information and compliance.

MALCOLM S. GARMA, CESO V

Director III
Officer-in-Charge
Office of the Regional Director

HRDD1/hrdd3