



Republic of the Philippines  
**Department of Education**  
 Region XI  
**SCHOOLS DIVISION OF DIGOS CITY**

**OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT**

**DIVISION MEMORANDUM**  
 SGOD-2022- 007

To: : Assistant Schools Division Superintendent  
 Division Chiefs  
 Public Schools District Supervisors  
 Education Program Supervisors  
 Public School Heads  
 Training Management Team

Subject : **NEW SCHEDULE OF CAPACITY BUILDING ON THE PILOT IMPLEMENTATION OF INDUCTION PROGRAM FOR BEGINNING TEACHERS (IPBT) FOR SCHOOL LEADERS**

Date : September 5, 2022

This is in reference to the Memorandum dated August 22, 2002 signed by Epimaco V. Densing III, Undersecretary and Chief of Staff, re: Reschedule of the Conduct of Training, Workshops, Seminars, and Participation to Meetings and Other Engagements that will Require Officials and Employees to Leave their Work Stations.

Relative to the directive, the new schedule of Capacity Building on the Pilot Implementation of Induction Program for Beginning Teachers (IPBT) for School Leaders will be on October 13-14, 2022 at Benrose Place, Soong, Digos City.

All other provisions of the previous communications shall remain effect.

For the information and compliance with by all concerned.



**CRISTY C. EPE**

Schools Division Superintendent

DepEd Schools Division of Digos City  
 RECORDS SECTION

**RELEASED**  
 89157

DATE: 06 SEP 2022 TIME: 11:40 AM

BY: \_\_\_\_\_

Enclosed: As stated  
 SGOD/rbd



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Republic of the Philippines  
**Department of Education**  
OFFICE OF THE SECRETARY

**MEMORANDUM**

**TO :** Undersecretaries  
Assistant Secretaries  
Bureau and Service Directors  
Regional Directors  
Schools Division Superintendents  
Division Chiefs  
All Others Concerned

**FROM:** *EPIMACO V. DENSING III*  
Undersecretary and Chief of Staff

**SUBJECT: RESCHEDULE OF THE CONDUCT OF TRAININGS, WORKSHOPS, SEMINARS, AND PARTICIPATION TO MEETINGS AND OTHER ENGAGEMENTS THAT WILL REQUIRE OFFICIALS AND EMPLOYEES TO LEAVE THEIR WORK STATIONS**

**DATE:** August 22, 2022

In light of DepEd Order No. 034 s. 2022, dated 11 July 2022, entitled *School Calendar and Activities for the School Year 2022-2023*, which provides that the School Year 2022-2023 shall formally start on Monday, 22 August 2022, all officials and employees are enjoined to devote their time and effort for the preparations of the smooth opening of classes.

In view hereof, it is advised that across all governance levels, the conduct of trainings, workshops, seminars and the participation to meetings and other engagements that will affect the conduct of classes and that will require officials and employees who are essential and have specific roles in the opening of classes to leave their respective offices, shall be suspended until 17 September 2022.

**Only activities related to enrolment and opening of classes shall be allowed.** Otherwise, the concerned office shall provide justifiable reasons, subject to the approval of the Regional Director for school and division office-initiated activities. For activities initiated by the regional offices, it must be for approval of the supervising Undersecretary. For Central Office initiated activities, the activity must be recommended by the Bureau Director, for onward submission to the supervising Executive Committee Official.

**For guidance and strict compliance.**



Republic of the Philippines  
**Department of Education**  
Region XI  
**SCHOOLS DIVISION OF DIGOS CITY**


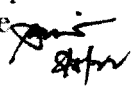
Division Advisory No. 142, s. 2022  
August 04, 2022

This Advisory is issued for the information of the Public Schools District Supervisors, Education Program Supervisors, and Public School Heads


**NEW SCHEDULE ON THE CONDUCT OF CAPACITY BUILDING ON THE PILOT IMPLEMENTATION OF INDUCTION PROGRAM FOR BEGINNING TEACHERS (LPBT) FOR SCHOOL LEADERS (SUPERVISORS AND SCHOOL HEADS) AND FOR COACHES/MENTORS (MASTER TEACHERS)**

1. This is in reference to the Division Memorandum No. 466 series 2022 dated July 15, 2022, re: Capacity Building on the Pilot Implementation of Induction Program for Beginning Teachers (IPBT) for School Leaders (Supervisors and School Heads and Coaches/Mentors (Master Teachers).
2. This is to inform the field that the schedule for School Leaders is moved to **August 30, 2022 at Benrose Place, Soong, Digos City and August 31, 2022 at Arnaldo's Hotel & Restaurant, Digos City.**
3. All other provisions of the previous Memorandum shall remain in effect.
4. For information, guidance and dissemination.

For and in the absence of the SDS:

  
**BASILIO P. MANA-AY, JR.**  
Assistant Schools Division Superintendent  
Officer-In-Charge 

DepEd Schools Division of Digos City  
RECORDS SECTION

**RECEIVED**  
DATE: AUG 05 2022 TIME: 4:51 PM  
BY: 





Republic of the Philippines

# Department of Education

Region X

## SCHOOLS DIVISION OF DIGOS CITY

**DIVISION MEMORANDUM**  
**No. 461, s. 2022**

July 14, 2022

**CAPACITY BUILDING ON THE PILOT IMPLEMENTATION OF  
INDUCTION PROGRAM FOR BEGINNING TEACHERS (IPBT) FOR  
SCHOOL LEADERS (SUPERVISORS AND SCHOOL HEADS)**  
**CAPACITY BUILDING ON THE PILOT IMPLEMENTATION OF  
INDUCTION PROGRAM FOR BEGINNING TEACHERS (IPBT) FOR  
COACHES/MENTORS (MASTER TEACHERS)**

To: Assistant Schools Division Superintendent  
Division Chiefs  
Public Schools District Supervisors  
Public School Heads  
Public School Master Teachers

1. DepEd Order No. 43 s. 2017 on The Teacher Induction Program (TI) Policy is issued to serve as a guide in the implementation of TI. The program is institutionalized to provide a systematic and comprehensive support system for teacher inductees to seamlessly immerse them to the teaching profession in the public school system. Based on the results of the study conducted by Perafiel (2020), there are several considerations and concerns raised by the respondents as regards the implementation of TI that may be considered for policy enhancement such as but not limited to selection of inductee, proper orientation in the school level, revisiting of TI Modules, and the implementation plan in the school.
2. This revision from TI to IPBT is aimed to strengthen the orientation for teacher inductees, to review the program modules to streamline content and avoid duplication of content topics, to make monitoring and evaluation systematic, organized, and relevant, and to adapt a detailed implementation plan.
3. The School Governance and Operations Division (SGOD) thru the Human Resource Development in Collaboration with the Curriculum Implementation Division (CID) will conduct Capacity Building on the Implementation of Induction Program for Beginning Teachers (IPBT) for School Leaders (Supervisors and School Heads) and for Mentors (Master Teachers) on the following dates within Digos City:
 

July 28-29, 2022	Master Teachers (1 <sup>st</sup> Batch)
August 4-5, 2022	Master Teachers (2 <sup>nd</sup> Batch)
August 17 & 19, 2022	School Leaders (Supervisors and School Heads)



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
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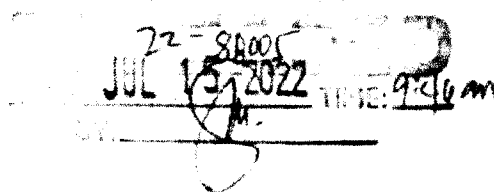
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4. Attached are the Indicative Program of Activities and List of Participants for ready reference. The participants are quoted to bring laptop, extension wire and soft copies of IBPT Coursebooks.
5. Meals, snacks, and venue of the participants shall be charged to 2022 PSE HRD Funds subject to the usual accounting rules and regulations.
6. For information, dissemination, and compliance.

For and in the absence of the Schools Division Superintendent:

  
**BASILIO P. MANA-AY, JR.**  
Assistant Schools Division Superintendent  
Office-In-Charge

Division Office - Division Office of Digos City



**INDICATIVE PROGRAM OF ACTIVITIES**

CAPACITY BUILDING ON THE PILOT IMPLEMENTATION OF INDUCTION PROGRAM FOR  
BEGINNING TEACHERS (IPBT) FOR SCHOOL LEADERS (SUPERVISORS AND SCHOOL HEADS)

August 17 & 19, 2022

CAPACITY BUILDING ON THE PILOT IMPLEMENTATION OF INDUCTION PROGRAM FOR  
BEGINNING TEACHERS (IPBT) FOR COACHES MENTORS (MASTER TEACHERS)

July 28-19, 2022 August 4-5, 2022

Within Digos City

DAY 1	TIME	ACTIVITY	PERSON-IN-CHARGE
	7:00-8:00	Registration	TWG
	8:00-8:30	Preliminaries -Lupang Hinirang -Prayer -Regional Hymn -Digos City Hymn -Attendance Check -Welcome Message -Rationale -Message -Pre-Test	TWG  Moderator ASDS Basilio P. Manaya Jr Solie B. Oliver/ Chief ES SGOD SCS Cristy C. Epe Ronald B. Dedace
	8:30-12:00	Orientation Proper -Policy Statement -Conceptual Framework -Procedure of the IPBT Program Implementation Roles and Functions -Monitoring and Evaluation	Ronald B. Dedace     Julie Anne P. Ampa
	12:00-1:00	Lunch Break	TWG
	1:00-1:10	Energizer	Ida I. Juezan
	1:10-5:00	Continuation of Orientation -Organizing the in-school Mentoring -Organizing the LAC	
DAY 2	TIME	ACTIVITY	PERSON-IN-CHARGE
	8:00-8:30	Preliminaries -Lupang Hinirang -Prayer -Regional Hymn -Digos City Hymn -Attendance Check -Morning Exercise	TWG
	8:30-12:00	Walkthrough of the IPBT Coursebooks	Ida I. Juezan Ronald B. Dedace Julie Anne P. Ampa
	12:00-1:00	Lunch Break	TWG
	1:00-1:10	Afternoon Exercise	Julie Anne P. Ampa
	1:10-3:00	Familiarization of the POLMS	
	3:00-4:30	Drafting of Action Plan	Ronald B. Dedace
	4:30-5:00	Closing Program -Distribution of Certificates	TWG

CAPACITY BUILDING ON THE PILOT IMPLEMENTATION OF INDUCTION PROGRAM FOR BEGINNING TEACHERS (PBT) FOR SCHOOL LEADERS (SUPERVISORS AND SCHOOL HEADS)

April 14 - 2022

LIST OF PARTICIPANTS

	NAME	POSITION
1	JEMBOY CABBRELA	EPS MATH
2	JEMINDA JASMIN	EPS SCIENCE
3	NEOLINDINA	EPS ENGLISH
4	JOANNONES	EPS FILIPINO
5	ANGEL BIGAGA JR	EPS MAPA
6	SERVADIO SALINAS JR	EPS ARALING PANLIPUNAN
7	GEMMA SALANGA	EPS ILE
8	MARY GLOR TABANAC	EPS KINDERGARTEN
9	RONELYN NEVET	EPS VALUES
10	MISHEL CADUNGO	ESOLR
11	CHERRIE ANNE BUNOL	EPS ESD
12	CLARENCE PILLERIN	PSDC
13	PATRIOT SO PENA	PSDC
14	CHERRY ROSSETTE DAVA	PSDC
15	HELEN CASMIR	PSDC
16	JESSICA LUCERO	PSDC
17	NEUBENSOCAYAO	PSDC
18	ELY CATALUNA	PSDC
19	MARY JEN FORTUO	PSDC
20	FERNANDEZ ALDE	PSDC
21-67	47	SCHOOL HEADS
<b>TRAINING MANAGEMENT</b>		
68	CRISTO CERE	COE
69	BASILIO P. MANSAYAN JR	ASDE
70	COLLEEN OLIVER	CHIEF SCOP
71	BEVERLY S. DALBAG	CHIEF OD
72	RONALD B. DEJACE	DEPS
73	DAL JELAN	PSDC
74	JULIE ANNE P. AMPA	EPS UNDESIGNATE
75	ELENER MATEO	DEPS
76	CELESTE LUY	EPSA
77	DAISY JANE SINGLY	NURSE (NO)
78	JASMINE AGARAY	DRNT ST. NO
79	APRIL ROSE ALONSO	TAC
80	MARIA LEONORA DA HAZAR	TAC