



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

Office of the Schools Division Superintendent

July 21, 2025

DIVISION MEMORANDUM
SGOD-2025-416

To: Assistant Schools Division Superintendent
Division Chief SGOD
All Others Concerned

Attention: Janice S. Alquizar, EPS II-HRD

Subject: CHANGES TO KADAKLAN PD PROGRAM SCHEDULE FOR BATCH 2

This is in reference to Regional Memorandum HRDD-2025-170 dated July 10, 2025, signed by Allan G. Farnazo, Director IV, re: **Changes to KADAKLAN PD Program Schedule for Batch 2**, you are hereby informed of the change in schedule as indicated:

Activity	Original Date	New Date	Venue
KADAKLAN Batch 2	July 28, 2025 - August 1, 2025	September 7-13, 2025 (Inclusive of travel time)	NEAP Baguio City

Some provisions stated in the previous Division Memorandum SGOD-2025-346, shall remain in effect. Further details are explained in the attached advisory.

Immediate dissemination and compliance with this Memorandum is directed.

[Signature]
MELANIE P. ESTACIO, PhD, CESO VI
Schools Division Superintendent

Enclosed: As stated.
SGOD/jsa

JepEd Schools Division of Digos City
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BY: *[Signature]*



Address: Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002
Telephone No: (082)553-8396 | (082)553-8376 | (082)553-9170
| (082)553-8375

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Republic of the Philippines
Department of Education
DAVAO REGION



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July 10, 2025

REGIONAL MEMORANDUM
HRDD-2025-170

CHANGES TO KADAKLAN PD PROGRAM SCHEDULE FOR BATCH 2

To: Assistant Regional Director
Schools Division Superintendents
RO Functional Division Chiefs

1. This has reference to DM-OUHROD-2025-1337 for the conduct of **KADAKLAN** as Professional Development Program to enhance the instructional leadership skills of RO and SDO Chiefs.
2. Participants for Batch 2 are informed of the change in schedule as indicated:

Activity	Original Date	New Date	Participants	Venue
KADAKLAN Batch 2	July 28- August 1, 2025	September 8-12, 2025	Chiefs of the SGOD, PPRD, QAD, HRDD, FD and RO SEPS (to serve as Classroom Manager)	NEAP Baguio City

3. Some provisions stated in the previous Regional Memorandum HRDD-2025-139, shall remain in effect. Further details are explained in the attached advisory.
4. Immediate dissemination of this Memorandum is desired.

ALLAN G. FARNAZO
Director IV

Encl.: As Stated.
ROH7/jlb

DEPARTMENT OF EDUCATION

RECORDS SECTION
RELEASED

By: *[Signature]*

Date: *[Signature]*

Time: *[Signature]*

170976



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-0051
Email Address: region11@depd.gov.ph
Website: www.depedroxi.ph





Republika ng Pilipinas
Department of Education
OFFICE OF THE ASSISTANT SECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

June 27, 2025

ADVISORY

In line with DepEd Memorandum DM-OUHROD-2025-1337, titled **"Conduct of the Professional Development Program: KADAKLAN (Keeping Accountability at the Core: Driving Action, Knowledge, and Leadership to Accelerate and Nurture)"**, dated May 27, 2025, all participating chiefs and classroom managers from the Regional and Schools Division Offices are hereby informed of a change in date for Batch 2, as detailed below:

ACTIVITY	PARTICIPANTS	CLASSROOM MANAGER/S	ORIGINAL DATE	NEW DATE
KADAKLAN Batch 2	<ul style="list-style-type: none">• School Governance and Operations Division (SGOD) Chiefs• Policy, Planning and Research Division (PPRD) Chiefs• Quality Assurance Division (QAD) Chiefs• Human Resource Development Division (HRDD) Chiefs• Finance Division Chiefs	<ul style="list-style-type: none">• MIMAROPA• Region V• Region VI• Region VII• Region VIII• Region IX• Region X• Region XI• Region XII• CARAGA• Negros Island Region	July 28 – August 1, 2025	September 8-12, 2025

The training venue remains unchanged as the program will still be conducted at **NEAP Baguio, Baguio City**.

Classroom managers are expected to arrive at the venue on the evening of Sunday, September 7, 2025. Dinner will be the first meal provided for members of the program management team. For participating chiefs arriving on September 8, the first meal to be served will be the afternoon snack.

Participants are reminded to strictly adhere to the training schedule and complete all assigned outputs to qualify for the 15 Continuing Professional Development (CPD) credit units granted through the program.

Any rebooking expenses resulting from the change in date may be charged to local and HRD funds of the Central Office (CO), Regional Office (RO), or Schools Division Office (SDO), subject to existing accounting and auditing rules and regulations.

For any further inquiries or clarifications, you may reach the NEAP – Professional Development Division by email at neap.pdd@deped.gov.ph or via landline at (02) 8715-9919.

Thank you for your continued support and cooperation.

Carmela C. Oracion

CARMELA C. ORACION

Assistant Secretary

Human Resource and Organizational Development
(National Educators Academy of the Philippines)

NEAP PDD Protocol



Room 208 Mabini Building, DepEd Complex, Meralco Ave., Pasig City 1600
Telephone Nos.: (+632) 8638-8638
Email Address: cas.hrod-neap@deped.gov.ph | Website: www.deped.gov.ph

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Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM

DM-OUHROD-2025-1337

TO : Regional Directors
Regional Office Chiefs
Schools Division Office Chiefs
All Others Concerned

FROM : WILFREDO E. CABRAL
Undersecretary
Human Resource and Organizational Development

Carmela C. Oracion
CARMELA C. ORACION
Assistant Secretary
Human Resource and Organizational Development
(National Educators Academy of the Philippines)

SUBJECT : CONDUCT OF THE PROFESSIONAL DEVELOPMENT PROGRAM
"KADAKLAN (KEEPING ACCOUNTABILITY AT THE CORE:
DRIVING ACTION, KNOWLEDGE, AND LEADERSHIP TO
ACCELERATE AND NURTURE)"

DATE : 27 May 2025

1. In line with initiatives to enhance the quality of school leaders, the National Educators Academy of the Philippines (NEAP) will conduct the professional development program titled **KADAKLAN (Keeping Accountability at the Core: Driving Action, Knowledge, and Leadership to Accelerate and Nurture)**, with schedule as follows:

Activity	Date	Venue/Modality
KADAKLAN Batch 1	14-18 July 2025	NEAP Baguio (face-to-face)
KADAKLAN Batch 2	28 July – 01 August 2025	

2. The program aims to enhance the instructional leadership skills of the Regional Office (RO) and the Schools Division Office (SDO) Chiefs to bring about improved teaching and learning outcomes, strengthen their governance strategies for a more effective school leadership, and develop a culture of accountability and ethical leadership.

3. In this regard, we would like to request the participation of RO and SDO Chiefs in the program, based on the following allocation per functional division:

Activity	Participants	Allocation
KADAKLAN Batch 1 (14-18 July 2025)	Curriculum Implementation Division (CID) Chiefs	219
	Curriculum and Learning Management Division (CLMD) Chiefs	17
	Field Technical Assistance Division (FTAD) Chiefs	17
	Education Support Services Division (ESSD) Chiefs	17
	Administrative Division Chiefs	17
Total		287
KADAKLAN Batch 2 (28 July – 01 August 2025)	School Governance and Operations Division (SGOD) Chiefs	219
	Policy, Planning, and Research Division (PPRD) Chiefs	17
	Quality Assurance Division (QAD) Chiefs	17
	Human Resource Development Division (HRDD) Chiefs	17
	Finance Division Chiefs	17
Total		287

4. The identified participants are advised to confirm their attendance through the registration link <https://tinyurl.com/REGISTRATION-KADAKLAN-2025> (alternate link: <https://forms.office.com/r/bNA5eA76jy>) on or before **04 July 2025**.
5. The ROs are also requested to endorse Senior Education Program Specialists (SEPS) and/or Education Program Specialists (EPS) II from the RO or any SDOs within their jurisdiction to serve as Classroom Managers for the whole duration of the program. The endorsement shall be accomplished by the designated RO personnel through the link <https://tinyurl.com/KADAKLAN-EndorsementForm> (alternate link: <https://forms.office.com/r/UidzQX4XRB>). The regional allocation of RO/SDO SEPS/EPS II is as follows:

Activity	Region	Allocation
KADAKLAN Batch 1 (14-18 July 2025)	CAR	2
	NCR	2
	I	2
	II	2
	III	2
	IV-A	2
Total		12
KADAKLAN Batch 2 (28 July – 01 August 2025)	IV-B	2
	V	1
	VI	1
	VII	1
	VIII	1
	IX	1
	X	1
	XI	1
	XII	1
	XIII	1
	NIR	1
Total		12

6. Enclosed are the following documents, for reference:
- a. **Enclosure 1** – Program of Activities
 - b. **Enclosure 2** – Meal Provision Guide
 - c. **Enclosure 3** – NEAP Program Management Team Members
7. The participants are reminded to bring their own laptops, chargers, extension cords, and other sources of internet connectivity (e.g., mobile data, pocket wifi, etc.).
8. The participants' board and lodging will be charged against NEAP Human Resource Development (HRD) Fund while their transportation, per diem, and other incidental expenses will be charged to Central Office/RO/SDO HRD/local funds subject to the usual accounting and auditing rules and regulations.
9. Should you have questions and concerns, please contact **NEAP Professional Development Division** through email neap.pdd@deped.gov.ph or landline (02) 8715-9919.
10. For immediate dissemination and appropriate action.

Copy furnished:
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