


Republic of the Philippines  
**Department of Education**  
REGION V - BICOL

**SCHOOLS DIVISION OFFICE OF CATANDUANES**

**UNNUMBERED MEMORANDUM**  
OSDS-SGOD-UM-03-14-2024

TO : Assistant Schools Division Superintendent  
Chief Education Supervisors  
Public Schools District Supervisors/In-Charge of the Districts  
All Elementary and Secondary School Heads  
All Guidance Designates  
All Others Concerned Officials and Personnel

FROM :  **SOCORRO V. DELA ROSA, CESO V**  
Schools Division Superintendent

SUBJECT : **PARTICIPATION IN THE TEACHING NEEDS ASSESSMENT SURVEY FOR DEPED GUIDANCE DESIGNATES**

DATE : March 14, 2024

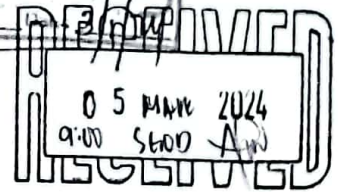
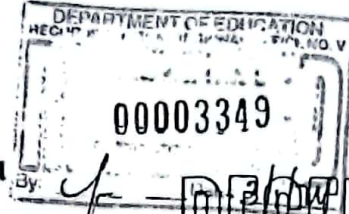
1. Attached is the 1<sup>st</sup> Endorsement from the Office of the Regional Director, and letter from the National Educators, Academy of the Philippines, Office of the Director and DM-OUHROD-2024-0322 titled "Participation in the Training Needs Assessment (TNA) Survey for Guidance Designates"
2. In line with this, Guidance Designates are requested to participate in the TNA Survey by accomplishing the link <https://bit.ly/GuidanceDesignates> on or **before 15 March 2024 (Friday)**.
3. For information and guidance of all concerned.



San Roque, Virao, Catanduanes  
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Republic of the Philippines  
Department of Education  
REGION V - BICOL



**1<sup>st</sup> Endorsement**  
March 1, 2024

Respectfully forwarded to the Schools Division Superintendents (SDSs), the attached letter from the National Educators Academy of the Philippines, Office of the Director and DM-OUHROD-2024-0322 titled *Participation in the Training Needs Assessment (TNA) Survey for Guidance Designates*, for appropriate action.

**GILBERT I. SADSAD**  
Regional Director

Clmd/scb  
03/01/24



Regional Center Site, Rawis, Legazpi City 4500

0969 516 9555

region5@deped.gov.ph

## DEPED V BICOL REGION

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**From:** National Educators Academy of the Philippines Office of the Director  
<neap.od@deped.gov.ph>  
**Sent:** Tuesday, 27 February 2024 8:41 am  
**To:** DEPED I ILOCOS REGION; DEPED II CAGAYAN VALLEY; DEPED III CENTRAL LUZON;  
DEPED REGION IV-A CALABARZON; MIMAROPA REGION; DEPED V BICOL REGION;  
DepEd VI Western Visayas; DepEd Region VII Central Visayas; REGION VIII EASTERN  
VISAYAS; DEPED IX ZAMBOANGA PENINSULA; DEPED X NORTHERN MINDANAO;  
DEPED XI DAVAO REGION; DEPED XII SOCCSKSARGEN; DEPED REGION XIII  
CARAGA; DEPED CORDILLERA ADMINISTRATIVE REGION; DEPED NATIONAL  
CAPITAL REGION  
**Cc:** Office of the USec for Human Resource & Organizational Dev (OUHROD);  
REGIONAL OPERATION; Professional Development Division; Marife Morcilla; Millie  
Jane Fudolig  
**Subject:** PARTICIPATION IN THE TRAINING NEEDS ASSESSMENT SURVEY FOR DEPED  
GUIDANCE DESIGNATES  
**Attachments:** Memo on TNA Survey for Guidance Designates.pdf

Dear Sir/Madam,

Greetings!

1. In line with the *MATATAG* Agenda, particularly on taking good care of learners, fostering inclusive education, and creating a positive learning environment, the National Educators Academy of the Philippines (NEAP) recognizes that guidance designates are tasked with a significant role of providing enhanced support in contribution to the overall well-being of learners. In this regard, a targeted training program will be developed to empower guidance designates to successfully perform their crucial duties and responsibilities.

2. To prepare for this, the NEAP Professional Development Division (NEAP-PDD) is requesting your participation in the ***Training Needs Assessment (TNA) Survey for Guidance Designates*** which aims to determine specific areas of professional development that will allow guidance designates to do the following:

- Fortify their capacities and align their efforts with the *MATATAG* Agenda;
- Strengthen their ability to support learners effectively; and
- Contribute to the broader goal of cultivating a positive and inclusive educational landscape.

3. The data and insights that will be gathered from this survey will serve as the baseline for the development of a targeted training program for guidance designates.

4. NEAP-PDD hereby requests **ALL GUIDANCE DESIGNATES** to accomplish the **TNA Survey** through the link or QR Code below on or before **15 March 2024 (Friday)**.

<https://bit.ly/GuidanceDesignates>



5. For further information or any concerns, please contact **Ms. Millie Jane Fudolig**, NEAP-PDD Senior Education Program Specialist, through email [millie.fudolig@deped.gov.ph](mailto:millie.fudolig@deped.gov.ph) / [neap.pdd@deped.gov.ph](mailto:neap.pdd@deped.gov.ph) and or landline (02) 8633-9455.

6. Immediate dissemination of and appropriate action on this Memorandum are instructed.

Kindly acknowledge receipt of this email. Thank you.

Respectfully,



Office of the Director  
National Educators Academy of the Philippines  
Department of Education  
DepEd Complex, Meralco Avenue, Pasig City  
[www.deped.gov.ph](http://www.deped.gov.ph)

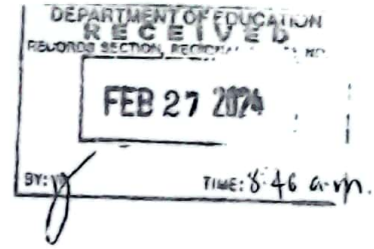


Republika ng Pilipinas

# Department of Education


OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT



MEMORANDUM  
DM-OUHROD-2024-0322

TO : Regional Directors  
Schools Division Superintendents  
Public Elementary and Secondary School Principals  
All Others Concerned

FROM :   
WILFREDO B. CABRAL  
Regional Director  
Officer-in-Charge, Office of the Undersecretary for Human Resource  
and Organizational Development

SUBJECT : PARTICIPATION IN THE TRAINING NEEDS ASSESSMENT  
SURVEY FOR DEPED GUIDANCE DESIGNATES

DATE : 26 February 2024

1. In line with the MATATAG Agenda, particularly on taking good care of learners, fostering inclusive education, and creating a positive learning environment, the National Educators Academy of the Philippines (NEAP) recognizes that guidance designates are tasked with a significant role of providing enhanced support in contribution to the overall well-being of learners. In this regard, a targeted training program will be developed to empower guidance designates to successfully perform their crucial duties and responsibilities.
2. To prepare for this, the NEAP Professional Development Division (NEAP-PDD) is requesting your participation in the *Training Needs Assessment (TNA) Survey for Guidance Designates* which aims to determine specific areas of professional development that will allow guidance designates to do the following:
  - Fortify their capacities and align their efforts with the MATATAG Agenda;
  - Strengthen their ability to support learners effectively; and
  - Contribute to the broader goal of cultivating a positive and inclusive educational landscape.
3. The data and insights that will be gathered from this survey will serve as the baseline for the development of a targeted training program for guidance designates.



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600  
 Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549  
 Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	DM-OUHROD	Rev	00
Effectivity	03.23.23	Page	1 of 2



4. NEAP-PDD hereby requests ALL GUIDANCE DESIGNATES to accomplish the TNA Survey through the link or QR Code below on or before 15 March 2024 (Friday).

<https://bit.ly/GuidanceDesignates>



5. For further information or any concerns, please contact Ms. Millie Jane Fudolig, NEAP-PDD Senior Education Program Specialist, through email [millie.fudolig@deped.gov.ph](mailto:millie.fudolig@deped.gov.ph) / [neap.pdd@deped.gov.ph](mailto:neap.pdd@deped.gov.ph) and or landline (02) 8633-9455.
6. Immediate dissemination of and appropriate action on this Memorandum are instructed.

Copy furnished:  
ATTY. REVSEE A. ESCOBEDO  
Undersecretary for Operations

*[NEAP-PDD/Lorenzo]*