



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

DIVISION MEMORANDUM

No. 446, s.2024

PARTICIPANTS TO THE INSTRUCTIONAL LEADERSHIP TRAINING (ILT)

TO: Chief Education Supervisor – SGOD & CID
School Head of ISNHS

1. In reference to the Regional Memorandum No. 1658, s. 2024, the Department of Education – Regional Office 1 (DepEd-RO1), through the National Educators Academy of the Philippines – Region I (NEAP-RI) shall conduct the **Instructional Leadership Training (ILT)** on **December 17-19, 2024** at **Hotelinda Suites, Vigan City, Ilocos Sur**.

2. Participants in the activity are indicated below:

Name	Position/Designation	School/Office
RODRIGO Q. REYES JR.	Chief Education Supervisor	SGOD
SOLITO CORTEL	Education Program Supervisor	CID
PELAGIO CARDENAS	Education Program Supervisor	CID
PETER JOHN FRIAL	Education Program Supervisor	CID
NELSON ROBIÑOL	Education Program Supervisor	CID
SALVADOR AVISA	Assistant Principal II	ISNHS
RAYMOND FLORENDO	Assistant Principal II	ISNHS

3. Participants are requested to accomplish the Actual Participants Profile Sheet through the link: <https://tinyurl.com/ILTPISAPAX> on or before **December 13, 2024**.
4. Participants are requested to arrive at the venue before 3:00PM of December 16 (Day 0) for the registration. The first meal to be served is dinner of Day 0 while the last meal is PM snacks of Day 3. They are requested to bring laptop and extension cord for the training activities.
5. Attached is the Regional Memorandum No. 1658, s. 2024 for reference.
6. Immediate dissemination of this Memorandum is desired.



[Signature]
VILMA D. EDA, CESO V
Schools Division Superintendent



Republic of the Philippines
Department of Education
REGION I



REGIONAL MEMORANDUM

No. 1658 s. 2024

INSTRUCTIONAL LEADERSHIP TRAINING (ILT)

To: Schools Division Superintendents
All Concerned Personnel

1. The Department of Education Regional Office I, through the National Educators Academy of the Philippines-Region I (NEAP-R I) will conduct an Instructional Leadership Training on December 17-19, 2024 at Hotelinda Suites, Vigan City, Ilocos Sur.

2. The training program aims to:

- equip school heads and supervisors with essential tools and strategies for excelling in today's dynamic classroom environment, with a focus on aligning instruction to PISA standards and fostering critical thinking;
- elevate classroom practices by fostering the development of higher-order thinking skills through the development of HOTS items/questions;
- create an action plan to prepare 15-year-old learners effectively for the upcoming PISA 2025 assessment, focusing on improving readiness and competency in core areas.

3. Below is the required number of participants and their positions per Schools Division Offices (SDOs).

Schools Division Office	Number of Participants		
	SGOD & CID Chiefs or Representatives	EPS (Math, Science, & English)	Secondary School Heads
Alaminos City	2	3	2
Batac City	2	3	2
Candon City	2	3	2
Dagupan City	2	3	2
Ilocos Norte	2	3	2
Ilocos Sur	2	3	2
La Union	2	3	2
Laoag City	2	3	2
Pangasinan I	2	3	3
Pangasinan II	2	3	3
San Carlos City	2	3	2
San Fernando City	2	3	2
Urdaneta City	2	3	2
Vigan City	2	3	2



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Republic of the Philippines
Department of Education
REGION I

4. The SDOs, through the Human Resource Development Section, shall submit the list of participants duly endorsed by the Schools Division Superintendents on or before **December 11, 2024** via email at neap.region1@deped.gov.ph, with the subject line "SDO xx ILT." (e.g., *SDO Pangasinan II ILT*).
5. Endorsed participants are requested to accomplish the Actual Participants Profile Sheet through this link: <https://tinyurl.com/ILTPISAPAX> on or before **December 13, 2024**.
6. All participants are requested to arrive at the venue before 3:00PM of December 16 (Day 0) for the registration. The first meal to be served is dinner of Day 0 while the last meal is PM snacks of Day 3. They are requested to bring laptop and extension cord for the training activities.
7. Expenses related to this activity such as board and lodging, meals, supplies and materials shall be charged to FY 2023 HRD Program Support Fund. Transportation, per diem, and other incidental expenses of participants shall be charged against SDO MOOE/School MOOE or other local funds subject to usual accounting and auditing rules and regulations.
8. Service Credits or Compensatory Time-Off (CTO) shall be granted to the participants if the activity falls on holiday, weekend, cancellation or suspension of classes and work in Government Offices due to typhoon, flooding, other weather disturbances, and calamities pursuant to the guidelines specified in DepEd Order No. 53, s. 2003 on the Updated Guidelines on Grant of Vacation Service Credits to Teachers and CSC-DBM Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Services Rendered, whichever is appropriate and applicable.
9. Immediate dissemination of this Memorandum is desired.

TOLENTINO G. AQUINO
Director IV

Encl.: Endorsement of the Participants
Reference: None
To be indicated in the Perpetual Index
Under the following subjects:

ENGLISH
SCIENCE

MATHEMATICS
TRAINING PROGRAMS

HRDD/trm/RM_ILT-PISA
December 5, 2024



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