



2509-2336

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

DIVISION MEMORANDUM

No. 344, s.2025

**ADVISORY ON THE FINAL DATE OF THE ACTIVITY: GUIDING WITH PURPOSE:
EMPOWERING MENTORS AND PROGRAM FACILITATORS FOR THE
REVISED TEACHER INDUCTION PROGRAM**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
School Head – BMSE and ISNHS

1. In reference to **Regional Memorandum No. 1307, s. 2025** titled, “*Advisory On The Final Date Of The Activity: Guiding With Purpose: Empowering Mentors And Program Facilitators for the Revised Teacher Induction Program*” and **Division Memorandum No. 699, s. 2025** titled “*List of Participants on the Revised Teacher Induction Program*”, the National Educators’ Academy of the Philippines (NEAP) announces the final date of the activity which will be conducted at the NEAP Training Facility, Baguio City on **October 21-24, 2025**.

2. The meals and accommodation schedule of the RTIP activity is indicated in the matrix below:

Meals and Accommodation Schedule		
Activity	Check-in Date and Time/ First Meal	Check-out Date and Time/ Last Meal
<i>Guiding With Purpose: Empowering Mentors And Program Facilitators for the Revised Teacher Induction Program</i>	October 20, 2025 3:00 PM First Meal: Dinner	October 24, 2025 12:00 NN Last Meal: PM Snack

3. All participants are reminded to bring their own maintenance medications, laptops, extension wires and other possible sources of internet connectivity.

4. For the list of participants and training matrix, see enclosed Regional Memorandum.

5. Board and lodging will be charged to the NEAP HRD Funds, while transportation, per diem and other incidental expenses will be charged to School MOOE or other local funds subject to the usual accounting and auditing rules and regulations.

6. Participants are entitled to non-monetary compensation, such as vacation service credits in accordance with DepEd Order No. 013, s. 2014 titled, “*Revised Guidelines on the Grant of Vacation service Credits for Teachers*”, DepEd Order No. 009, S. 2025 titled, “*Amendment to DepEd Order No. 009, s. 2024 (Implementing Guidelines on the School Calendar and Activities for the School Year 2024-2025)*,” or compensatory time-off pursuant to CSC-DBM Joint Circular No. 2, s. 2002 or “*Non-monetary Remuneration for Overtime Services Rendered.*” Compensatory time-off shall apply to non-teaching related personnel only if they will not receive per diem. It shall be noted, however, that travel time must not be included in the computation of Compensatory Overtime Credit. The





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applicable benefit shall be granted when any of the related activities fall on weekdays, holidays or during work suspensions.

7. For concerns and inquiries, please contact the Human Resource and Development Division through (072) 682-23-24 local 122 or email at hrdd.region1@deped.gov.ph.
8. For information and guidance.

VILMA D. EDA, CESO V
Schools Division Superintendent

Encl: Regional Memorandum No. 1307, s. 2025
Reference: As stated
To be indicated in the Perpetual Index
under the following subject:

TEACHER PROGRAM

SGOD/HRDD/aff/DM_RTIPAdvisory
September 30, 2025





Republic of the Philippines
Department of Education
 REGION I

2509-2336 E566
 DEPARTMENT OF EDUCATION
 RECORDS SECTION, REGIONAL OFFICE NO. 1
 025427
 SEP 26 2025

REGIONAL MEMORANDUM

No. 1307, s. 2025

**ADVISORY ON THE FINAL DATE OF THE ACTIVITY: GUIDING WITH PURPOSE:
 EMPOWERING MENTORS AND PROGRAM FACILITATORS FOR THE REVISED
 TEACHER INDUCTION PROGRAM**

To: Schools Division Superintendents
 All others concerned

- This Office through the National Educators Academy of the Philippines (NEAP) Region I announces the final date of the activity Guiding with Purpose: Empowering Mentors and Program Facilitators for the Revised Teacher Induction Program. It will be conducted on at the NEAP Training Facility, Baguio City on **October 21-24, 2025**.
- The meals and accommodation schedule of the RTIP activity is indicated in the matrix below:

MEALS AND ACCOMMODATION SCHEDULE		
Activity	Check-in Date and Time/ First Meal	Check-out Date and Time/Last Meal
Guiding with Purpose: Empowering Mentors and Program Facilitators for the Revised Teacher Induction Program	October 20, 2025 3:00 p.m. First meal: Dinner	October 24, 2025 12:00 noon Last meal: PM snack

- All participants are reminded are reminded to bring their own maintenance medications, laptops, extension wires, and other possible sources of internet connectivity.
- The following are enclosed for reference and guidance:
 Enclosure 1: List of Participants
 Enclosure 2: Training Matrix
- The participant's board and lodging will be charged to the NEAP HRD Funds, while transportation, per diem and other incidental expenses will be charged to SDO/School MOOE or other available local funds subject to the usual accounting and auditing rules and regulations.
- Participants are entitled to non-monetary compensation, such as vacation service credits in accordance with DepEd Order No. 013, s. 2014 "Revised Guidelines on the Grant of Vacation Service Credits for Teachers", or DepEd Order No. 009 s. 2025 "Amendment to DepEd Order No. 009, s. 2024 (Implementing Guidelines on the School Calendar and Activities for the School Year 2024-2025), or compensatory



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time-off pursuant to CSC-DBM Joint Circular No. 2, s. 2002 "Non-Monetary Remuneration for Overtime Services Rendered." Compensatory time-off shall apply to non-teaching related personnel only if they will not receive per diem. It shall be noted, however, that travel time must not be included in the computation of Compensatory Overtime Credit. The applicable benefit shall be granted when any of the related activities fall on weekdays, holidays, or during work suspensions.

6. For queries, please contact the Human Resource Development Division through email at hrdd.region1@deped.gov.ph or call (072) 682-23-24 local 122.
7. For information and guidance.



TOLENTINO G. AQUINO
Director IV

Encl.: As stated
Reference: Letter of DM-OULS-2025-048
To be indicated in the Perpetual Index
Under the following subjects:

TEACHER PROGRAM

HRDD/aac/RM_RTIPAdvisory
September 26, 2025



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Enclosure 1

Guiding with Purpose: Empowering Mentors and Program Facilitators for the Revised Teacher Induction Program
 October 21-24, 2025/ NEAP Training Facility, Baguio City

List of Participants

No.	Name of Participant	RO/SDO	Role
1	Abigail A. Cabilin	Regional Office	RO Induction focal/PMT
2	Maybelle D. Madamba	SDO Ilocos Norte	SDO Induction Focal/PMT
3	Irish Solis	SDO Dagupan City	Additional PMT
4	Elsie V. Mayo	SDO La Union	Resource Person
5	Romel N. Sanchez	SDO San Carlos City	Resource Person
6	Diana Marie G. Oiguan	SDO Alaminos City	Participant
7	Robert V. Flores	SDO Alaminos City	Participant
8	Jimmy Brondial	SDO Alaminos City	Participant
9	Aileen Joaquin	SDO Batac City	Participant
10	Jollibelle C. Franada	SDO Batac City	Participant
11	Ryan C. Ramos	SDO Batac City	Participant
12	Albert S. Gamozo	SDO Candon City	Participant
13	Marjorie A. Galao	SDO Candon City	Participant
14	Eliezer Villanueva	SDO Candon City	Participant
15	Isabelita Daroya	SDO Dagupan City	Participant
16	Gary B. Desoloc	SDO Dagupan City	Participant
17	Jacqueline V. Ibasan	SDO Dagupan City	Participant
18	Zyrill Ianna Pauline D. Pe Benito	SDO Ilocos Norte	Participant
19	Florante R. Riego	SDO Ilocos Norte	Participant
20	Mirasol D. Rosete	SDO Ilocos Norte	Participant
21	Marlon G. Taloza	SDO Ilocos Sur	Participant
22	Marisa G. Valoria	SDO Ilocos Sur	Participant
23	Shernese Karen A. Padiwan	SDO Ilocos Sur	Participant
24	Raymond R. Santos	SDO Laoag City	Participant
25	Jovencio P. Asuncion	SDO Laoag City	Participant
26	Virgilio Ericson G. Baptista	SDO Laoag City	Participant
27	Genny H. Alay-ay	SDO La Union	Participant
28	Cherry Belle F. Del Rosario	SDO La Union	Participant
29	Moises M. Lopez III	SDO La Union	Participant
30	Catherine B. Operaña	SDO Pangasinan I	Participant
31	Daisy M. Barongan	SDO Pangasinan I	Participant
32	Rhodora Yanes	SDO Pangasinan I	Participant
33	Janice M. Rivera	SDO Pangasinan II	Participant
34	Mona Liza M. Pablo	SDO Pangasinan II	Participant
35	Dexter S. Dollaga	SDO Pangasinan II	Participant
36	Josephine Rosario	SDO San Carlos City	Participant
37	Wilson Dela Cruz	SDO San Carlos City	Participant
38	Alfred Rosario	SDO San Carlos City	Participant
39	Lorena C. Salvador	SDO San Fernando City	Participant



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No.	Name of Participant	RO/SDO	Role
40	Arlyn B. Bambico	SDO San Fernando City	Participant
41	Mark Francis E. Munar	SDO San Fernando City	Participant
42	Romela R. Montemayor	SDO Urdaneta City	Participant
43	Edena G. Javillo	SDO Urdaneta City	Participant
44	Arlene R. Mamasig	SDO Urdaneta City	Participant
45	Dina Rivad	SDO Vigan City	Participant
46	Maria Theresa Redondo	SDO Vigan City	Participant

----- Nothing follows -----



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Enclosure 2

Indicative Activity Matrix

Guiding with Purpose: Empowering Mentors and Program Facilitators for the Revised Teacher Induction Program

Time	Day 0	Day 1	Day 2	Day 3	Day 4	
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	
8:00 am - 8:30am	Travel Time	Registration	Preliminaries			
8:30 am - 9:00 am			Opening Program and Pretest (Plenary)	Session 3: Walkthrough of KICKSTART (Beginning the Teaching Journey through Reflective Practice and Building School-Community Linkages)	Session 6: Walkthrough of BOOST (Using Assessment Data to Inform Teaching and Progress Reporting)	Session 9: Facilitation Skills for RTIP Trainers
9:00 am - 10:30 am				Health Break		
10:30 am - 10:45 am		Session 1: Revised Implementing Guidelines	Session 4: Walkthrough of ENGAGE (Understanding Learners and Building Safe Learning Environments)	Session 7: Walkthrough of THRIVE (Navigating Growth and Well-being in the Department of Education)	Closing Program	
10:45 am - 12:00 pm	Lunch Break					
12:00 pm - 1:15 pm	Preliminaries				Departure	
1:15 pm - 1:30 pm	Session 2:	Continuation of Session 4	Continuation of Session 7			
1:30 pm - 2:15 pm						



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2:30 pm - 3:30 pm		STEER: Shaping Teachers to be Effective Educators Responsibly (A Mentor's Guide for RTIP)	Session 5: Walkthrough of GEAR UP (Translating the DepEd Curriculum into Meaningful Lessons and Responsive Interventions)	Session 8: Planning for Program Implementation
3:30 pm - 3:45 pm	Check in and Registration		Health Break	
3:45 pm- 4:45 pm		Continuation of Session 2	Continuation of Session 5	Continuation of Session 8
4:45 pm - 5:00 pm		Daily Evaluation and Reminders		



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