



Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION



June 30, 2025

REGIONAL MEMORANDUM

No. 584 s. 2025

To: Schools Division Superintendents

**USWAG KABISERA PROFESSIONAL ENHANCEMENT PROGRAM AND
 DEVELOPMENT OF PROFESSIONAL LEARNING RESOURCE MATERIALS
 (PHASE 1)**

1. In adherence to the DepEd NCR Competency-Based L&D Plans and Guidelines, it is recommended that third-level officials include four planned interventions per year focusing on enhancing the organizational culture and strengthening the leadership competencies of education leaders and managers. Thus, the region in collaboration with the Philippine Association of Schools Superintendents (PASS) and Learning Resource Management and Development Section (LRMDS) announce the conduct of “USWAG Development of Professional Learning Resource Materials- Phase 1” this July 2025. The exact date and venue will be announced in a separate communication.
2. This activity aims to equip third-level officials with the foundational knowledge and practical skills for developing effective and high-quality learning resource materials by:
 - understanding of core learning resource design principles, including adult learning theories, identifying target audience needs, differentiating material types, and outlining a structured development process;
 - applying practical strategies for content structuring, clarity, and conciseness, utilize tools for creating engaging and interactive elements, and evaluate material quality against standards; and
 - structure the development of a basic learning resource outline or prototype based on a defined L&D need.
3. For reference, attached are the List of Participants and Regional Program Management Team (**Enclosure 1**).
4. 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.)
5. The participants' board and lodging will be charged against DepEd-NCR LR fund while their transportation, per diem, and other incidental expenses will be



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charged to Schools Division Office local funds. Subject Matter Expert honoraria, tokens, and transportation will be charged to the Philippine Association of School Superintendents-NCR and DepEd-NCR LR fund.

6. Likewise, Division Offices will provide board and lodging for their drivers and chaperones utilizing local funds, subject to usual accounting and auditing rules and regulations.

7. This Memorandum shall likewise serve as the official travel authority document of the participants.

8. In the event of any questions or concerns, you are encouraged to reach out to Arren V. Aduan, Education Program Supervisor, HRDD NEAP-R at the following email address: hrdd.ncr@deped.gov.ph.

9. Immediate dissemination of this Memorandum is directed.

JOCELYN DR ANDAYA 

Regional Director, NCR

Concurrent Officer-in-Charge

Office of the Assistant Secretary for Operations



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Enclosure 1

I. Participants

A. Writers and Validators

Division	Name	Position
Caloocan	Cecille G. Carandang, CESO V	Schools Division Superintendent
	Brian E. Ilan, CESE	Assistant Schools Division Superintendent
	Warren A. Ramos, CESE	OIC - Assistant Schools Division Superintendent
Las Piñas	Loreta B. Torrecampo, CESO V	Schools Division Superintendent
	Melody P. Cruz, CESO VI	Assistant Schools Division Superintendent
Malabon	Rustica R. Lorenzo, CESE	OIC-Schools Division Superintendent
Makati	Ma. Evalou Concepcion A. Agustin, CESO V	Schools Division Superintendent
Mandaluyong	Romela M. Cruz, CESO V	Schools Division Superintendent
	Charlie O. Fababaer, CESE	OIC-Assistant Schools Division Superintendent
Manila	Nerissa R. Lomeda, CESE	OIC - Schools Division Superintendent
	Aurelio G. Alfonso, CESO VI	Assistant Schools Division Superintendent
Marikina	Alejandro G. Ibañez, CESO V	Schools Division Superintendent
	Jennifer F. Vivas, CESE	OIC - Assistant Schools Division Superintendent
	Elisa O. Cerveza, CESE	OIC - Assistant Schools Division Superintendent
Muntinlupa	Violeta M. Gonzales, CESO VI	OIC - Schools Division Superintendent
	Lilia A. Ricero, CESE	OIC - Assistant Schools Division Superintendent
Navotas	Meliton P. Zurbano, CESO V	Schools Division Superintendent
	Aldrin G. Corpin, CESE	OIC - Assistant Schools Division Superintendent
Parañaque	Nerissa L. Losaria, CESO V	Schools Division Superintendent
Pasay	Joel T. Torrecampo, CESO VI	Schools Division Superintendent
	Quinn Norman O. Arreza, CESWE	OIC - Assistant Schools Division Superintendent
Pasig	Sheryll T. Gayola, CESO V	Schools Division Superintendent
	Jay F. Macasieb, CESO VI	Assistant Schools Division Superintendent
Quezon City	Carleen M. Sedilla, CESO V	Schools Division Superintendent



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	Engr. Marc Voltaire A. Padilla, CESE	<i>Assistant Schools Division Superintendent</i>
	Juan C. Obierna, CESO VI	<i>Assistant Schools Division Superintendent</i>
	Isabelle S. Sibayan, CESE	<i>Assistant Schools Division Superintendent</i>
San Juan	Margarito B. Materum, CESO V	<i>Schools Division Superintendent</i>
	Angelita P. Cornejo, CESWE	<i>OIC - Assistant Schools Division Superintendent</i>
TAPAT	Cynthia L. Ayles, CESO VI	<i>Schools Division Superintendent</i>
	Arturo A. Tolentino, CESO VI	<i>Assistant Schools Division Superintendent</i>
Valenzuela	Noel D. Bagano, CESO VI	<i>OIC - Schools Division Superintendent</i>
	Ernest Joseph C. Cabrera, CESWE	<i>OIC - Assistant Schools Division Superintendent</i>

B. Regional Program Management Committee

No.	Name	Functional Division
1	Jocelyn DR Andaya	<i>Regional Director, NCR concurrent Officer-in-Charge, Office of the Assistant Secretary for Operations</i>
2	Joel T. Torrecampo, CESO VI	<i>Schools Division Superintendent, Pasay City concurrent Officer-in-Charge, Office of the Assistant Regional Director</i>
3	Micah G. Pacheco	<i>Education Program Supervisor, OIC-Chief, Curriculum and Learning Management Division</i>
4	Hajji R. Palmero	<i>Chief Education Supervisor, Human Resource Development Division – National Educators Academy of the Philippines</i>
5	Dennis M. Mendoza	<i>Education Program Supervisor, Learning Resource Management Section</i>
6	Arren V. Aduan	<i>Education Program Supervisor, Human Resource Development Division – National Educators Academy of the Philippines</i>
7	Richard D. Vidal	<i>Education Program Specialist II, Officer-In-Charge, Public Affairs Unit</i>
8	Maria Alexis G. Llaguno	<i>Technical Assistant II, Office of the Regional Director</i>
9	Nika D. Peliña	<i>Administrative Aide VI Human Resource Development Division – National Educators Academy of the Philippines</i>