



Department of Education

CORDILLERA ADMINISTRATIVE REGION

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March 21, 2023

regional memorandum no. 473-2023

CONDUCT OF LEADING WITH HOPE (HOLISTIC OPPORTUNITIES FOR PROFESSIONAL ENHANCEMENT) CLUSTER 3

To: Assistant Regional Director

All Schools Division Superintendents

All Regional Functional Division Chiefs

All Others Concerned

- 1. This Office, through the National Educators Academy in the Region (NEAPR) shall conduct **Cluster 3 of Leading with HOPE Course for Non-Teaching Personnel** to address identified needs in ensuring substantial contribution to the attainment of "MATATAG: Bansang Makabata, Batang Makabansa" education agenda that aims to address the challenges and roadblocks that learners face.
- 2. This cluster shall be composed of twelve (12) days with the series objectives enumerated in the attached Training Matrix (Enclosure 1) covering staggard dates for **CY 2023**, viz:
 - a. Series 1: Participation to Training offered by External Providers;
 - b. Series 2: Good CALL: Complete, Accurate and Logical Learning for Written Communication Skills
 - c. Series 3: Cultivating Cultures of CARE: Compassion, Appreciation, Responsibility and Emotional Wisdom;
 - d. Series 4: iLead Innovative Leadership Training in the Disrupted Workplace; and
 - e. Series 5: Onboarding for newly hired/ promoted/ transferred personnel.
- 3. The activities shall be participated by both Regional Office (RO) and Schools Division Office (SDO) Non-Teaching personnel prioritized from the results of their Detailed Training Needs Assessment (DTNA) and Individual Professional Development Plan (IPDP).
- 4. In this connection, Non-Teaching Personnel who have reflected the need for Communications Skills enhancement in their IPDPs are advised to answer the DTNA for Series 2 via **https://tinyurl.com/CommPT2023** before March 31, 2023. Subsequent test links for the other series shall be provided on an addendum.
- 5. List of identified participants shall be released after analysis of test results.
- 6. Board and lodging expenses of limited face-to-face participants shall be charged to the Organizational and Professional Development for Non-Teaching Personnel (OPDNTP) Fund downloaded to the Regional Office.

NEAPCAR/JPA/Ibi



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7. For inquiries and clarifications, please contact NEAPR through Chief Education Supervisor, NEAP-CAR OIC Jennifer Ande at 09190073814.

8. Immediate and widest dissemination of this Memorandum is directed.

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Director IV/ Regional Director