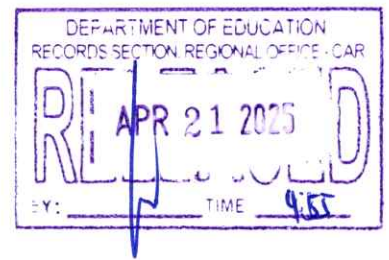




Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION



21 April 2025

**REGIONAL MEMORANDUM**

No. 278.2025

**PARTICIPANTS TO THE ALIGNMENT MEETING AND DATA GATHERING  
ON CAREER PROGRESSION FRAMEWORK**

To: All Schools Division Superintendents  
All Others Concerned

1. The Teacher Education Council Secretariat (TECS) shall conduct the **Alignment Meeting and Data Gathering on Career Progression Framework** on April 28-30, 2025 at Baguio Teachers' Camp, Baguio City.
2. The activity aims to gather insights and inputs from teachers, school leaders, and prospective assessors towards the implementation of a recognition system pursuant to Republic Act No. 11713, also known as the Excellence in Teacher Education Act.
3. The SDO SGOD HRD SEPS shall facilitate the confirmation of the following officials/ personnel and identification of school heads via <https://tinyurl.com/confirmHR> before **April 23, 2025**, viz:

| SDO/<br>Office  | Day 1<br>April 28 | Day 2<br>April 29       | Day 3<br>April 30 |               |
|-----------------|-------------------|-------------------------|-------------------|---------------|
|                 | School Heads      | School Leaders          | School Heads      |               |
|                 | Big Schools       |                         | Medium Schools    | Small Schools |
|                 | 1:00-5:00 PM      | 8:00-12:00 AM           | 1:00-5:00 PM      | 8:00-12:00 AM |
| Abra            | 1                 | ASDS                    | 1                 | 2             |
| Apayao          | -                 | ASDS<br>1 PSDS          | 1                 | 2             |
| Baguio<br>City  | 1                 | SGOD Chief<br>2 PSDS    | 1                 | 2             |
| Benguet         | 1                 | ASDS<br>2 PSDS          | 1                 | 2             |
| Ifugao          | 1                 | CID Chief<br>1 PSDS     | 1                 | 2             |
| Kalinga         | 1                 | CID Chief               | 1                 | 2             |
| Mt.<br>Province | 1                 | CID Chief<br>SGOD Chief | 1                 | 1             |
| Tabuk<br>City   | 1                 |                         | 1                 | 2             |

HRDD/RCA/LbL – RM TEC Meeting for Career Progression Framework  
April 21, 2025



Address: DepEd-CAR Complex, Wangal, La Trinidad, Benguet, 2601  
Telephone No: (074) 422 – 1318  
Email Address: [car@deped.gov.ph](mailto:car@deped.gov.ph)



DepEd Tayo Cordillera



<https://depedcar.ph>



4. School Head participants shall bring a ready list of teachers to join the Online Consultation Meeting on May 23, 2025 representing Teacher I to III and Master Teacher I to IV.


5. Participants shall be guided by the following accommodation and meal schedule:

| DATE                  | APRIL 28  | APRIL 29   |  | APRIL 30   |
|-----------------------|---|--|--|--|
| <b>Participants</b>   | School Heads of Big Schools<br><b>Total: 7 pax</b>  | ASDS, CES, PSDS<br><b>Total: 13 pax</b>  | School Heads of Medium Schools<br><b>Total: 8 pax</b>  | School Heads of Small Schools<br><b>Total: 15 pax</b>  |
| <b>Meals provided</b> | Lunch, PM Snack and Dinner  | Apr 28 Dinner, Apr 29 Breakfast, AM Snack and Lunch  | Lunch, PM Snack and Dinner   | Breakfast, AM Snack and Lunch  |
| <b>Accommodation</b>  | 5 School Heads except Baguio and Benguet<br><br>Check-in: April 28, 2:00 PM<br><br>Check-out: April 29, 8:00 AM, Breakfast will be provided before checkout | 9 School Leaders, except Baguio and Benguet<br><br>Check-in: April 28<br><br>Check-out: April 28 | 6 School Heads except Baguio and Benguet<br><br>Check-in: April 29<br><br>Check-out: April 30, 8:00 AM, Breakfast will be provided before checkout | 11 School Heads except Baguio and Benguet<br><br>Check-in: April 29<br><br>Check-out: April 30 |

6. Travel expenses from workstation to the venue shall be charged to local funds subject to the usual accounting and auditing rules and regulations.

7. Should there be queries and/or clarifications, please contact Rosita Agnasi, OIC-HRDD through email address at car.hrdd@deped.gov.ph.

8. Immediate dissemination of and strict compliance with this Memorandum is desired.

  
 2025.04.21  
 16:42:58 +08'00'  
**ESTELA P. LEON-CARIÑO EdD, CESO III**  
 Director IV/ Regional Director



### Activity Matrix

#### Day 1

| Time               | Activity   | Person-in-charge        |
|--------------------|--|-------------------------|
| 8:00 AM - 12:00 PM | Travel time going to the venue   | TEC Secretariat - QTO   |
| 12:00 PM - 1:00 PM | Lunch  |                         |
| 1:00 PM - 1:30 PM  | Preliminaries  | TEC Secretariat - QTO   |
|                    | National anthem  |                         |
|                    | Prayer   |                         |
|                    | Statement of Purpose   |                         |
| 1:30 PM - 2:00 PM  | Walkthrough of TEC and its Mandates  | Program Management Team |
| 2:00 PM - 3:00 PM  | Focus Group Discussion and Sharing of Experiences guided by prepared Guide Questions with the School Leaders | TECS-QTO                |
| 3:00 PM - 3:15 PM  | Health Break   |                         |
| 3:15 PM - 4:00 PM  | Focus Group Discussion and Sharing of Experiences guided by prepared Guide Questions on Supply and Demand    | Facilitator per Group   |
| 4:00 PM - 5:00 PM  | Debriefing   | TEC Secretariat - QTO   |

#### Day 2

| Time                      | Activity   | Person-in-Charge      |
|---------------------------|--|-----------------------|
| <b>8:00 AM - 12:00 PM</b> | Focus Group Discussion and Sharing of Experiences guided by prepared Guide Questions with the School Leaders from Large Schools  | TEC Secretariat - QTO |
| <b>12:00 PM - 1:00 PM</b> | Lunch  |                       |
| <b>1:00 PM - 5:00 PM</b>  | Focus Group Discussion and Sharing of Experiences guided by prepared Guide Questions with the School Leaders from Medium Schools | TEC Secretariat - QTO |

#### Day 3

| Time                      | Activity  | Person-in-charge      |
|---------------------------|---|-----------------------|
| <b>8:00 AM - 12:00 PM</b> | Focus Group Discussion and Sharing of Experiences guided by prepared Guide Questions with the School Leaders from Small Schools | TEC Secretariat - QTO |
| <b>12:00 PM - 1:00 PM</b> | Lunch   |                       |
| <b>1:00 PM - 2:00 PM</b>  | Debriefing and Ways Forward for the Program Management Team   | TECS-QTO              |
| <b>2:00 PM - 5:00 PM</b>  | Travel time back to Manila  |                       |