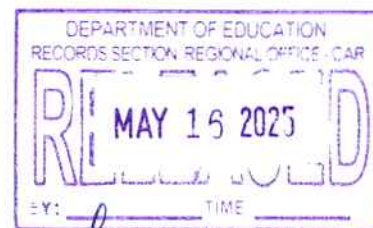




Republic of the Philippines
Department of Education
Cordillera Administrative Region



15 MAY 2025

REGIONAL MEMORANDUM

No. **338.2025**

CANCELLED ACTIVITIES AND CONDUCT OF DELIVERY PHASE FOR SCHOOL HEAD INDUCTION PROGRAM (SHIP)

To: Assistant Regional Director
All Schools Division Superintendents
All Others Concerned

1. In line with the DM-OUHROD-2025-0511 titled "*Workshops on the Development of Training Resource Packages for the School Heads Induction Program (SHIP)*", DepEd CAR through the Human Resource Development Division – National Educators Academy of the Philippines informs the field of the changes in the scheduled activities for School Heads Induction Program (SHIP) with the attached Advisory from the Bureau of Human Resource and Organizational Development.

2. As indicated, the delivery phase will be communicated through a separate memorandum for the identification of participants. As such, all Schools Division Offices are to prepare a list of their newly appointed school heads using the template below and submit it via email to car.neapr@deped.gov.ph.

Name of School Head	School Assignment	Position	NQESH Passer (Yes / No)
Juan Dela Cruz	Cruz NHS	Principal I	Yes

3. For queries and clarifications, please contact the Human Resource Development Division (HRDD) OIC Chief Rosita C. Agnasi via 09071734621 or email car.neapr@deped.gov.ph.

4. Immediate dissemination of this memorandum is directed.

ESTELA P. LEON-CARIÑO, EdD, CESO III
Director IV / Regional Director

For the Regional Director:

RONALD B. CASTILLO, CESO V
Director III / Assistant Regional Director

/ HRDD/ RCA/ DexAnd - SHIP



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Republika ng Pilipinas

Department of Education

OFFICE OF THE ASSISTANT SECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES



ADVISORY

May 14, 2025

1. This refers to **DM-OUHROD-2025-0511**, titled *Workshops on the Development of Training Resource Packages for the School Heads Induction Program (SHIP)*, dated February 26, 2025.
2. In light of the current status and readiness of the developed training resource packages, this Office wishes to inform you that the originally scheduled activities for School Head Induction Program (SHIP), which were intended to be conducted at NEAP-NCR in Marikina City, have been cancelled, as the objectives of the said activities have already been met. Specifically, the cancelled activities are:
 - *Workshop on the Training Design and Session Guides of the TRPs for the Capacity Building of the SHIP Coaches and Mentors*, originally scheduled on May 12-16, 2025; and
 - *Validation and Pilot Testing of TRPs for the SHIP Implementation*, originally set for May 26-30, 2025.
3. In lieu of the cancelled activities, National Educators Academy of the Philippines (NEAP) will proceed to the delivery phase of the programs, ensuring continuity in meeting the intended program output for the current year. The transition aligns with the original plan and supports timely execution within the current operational timeline. The activity timeline below is provided for reference. Further details and announcements regarding the delivery phase will be communicated through a separate memorandum.

Program	Delivery Phase (Activities)	Date of Conduct
SHIP	<i>Stepping Into School Leadership: Onboarding for New School Heads</i>	July 7-11, 2025
	<i>Training of Coaches and Mentors for School Head Onboarding Program (SHOP)</i>	Batch 1: July 28 - Aug. 1, 2025 Batch 2: Aug. 25 - 29, 2025

4. Despite this cancellation, NEAP remains fully committed to achieving the program's objectives and ensuring strategic delivery in preparation for implementation in the following year.
5. We appreciate your patience and understanding regarding this matter. For any questions and concerns, please coordinate with **Ms. Julie Lyka Ignao**, Program

Development Officer II of NEAP PDD, through email at julie.ignao@deped.gov.ph/
neap.pdd@deped.gov.ph or Viber 09975670093.

Carmela Oracion

CARMELA C. ORACION

Assistant Secretary

Human Resource and Organizational Development
(National Educators Academy of the Philippines)