



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
No. 0016, s. 2024

05 JAN 2024

**REITERATION OF AND ADDENDUM TO REGIONAL MEMORANDUM NO. 7, S. 2023
(Submission Guidelines for Application of Programs for Continuing Professional
Development (CPD Accreditation))**

To: Assistant Schools Division Superintendent
Chief, CID and SGOD
Education Program Supervisors/Division Coordinators
Public Schools District Supervisors/ District In-Charge
Elementary & Secondary School Heads
All Others Concerned

1. Attached is Regional Memorandum No. 017, s. 2024 Re: **“Reiteration of and Addendum to Regional Memorandum No. 7, s. 2023 (Submission Guidelines for Application of Programs for Continuing Professional Development (CPD) Accreditation)”**, contents of which are self-explanatory.
2. In adherence with the Civil Service Commission’s mandate on **Equal Opportunity Principle (EOP)**, all interested personnel may inquire/ contact Ms. Iryll of the Human Resource Development Section (HRDS) through (035) 225-6180.
3. For details, please see attached communication.
4. For the information, guidance, and compliance of all concerned.

By the Authority of the Schools Division Superintendent:

MARCELO K. PALISPIS EdD
OIC- Asst. Schools Division Superintendent
Office In-Charge

1/5/24

NCO/JMA-MKP-NLR/SGOD/RBP/imsm
January 5, 2024



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Department of Education
REGION VII - CENTRAL VISAYAS

Office of the Regional Director

04 JAN 2024

REGIONAL MEMORANDUM

No. **017**, s. 2024

REITERATION OF AND ADDENDUM TO REGIONAL MEMORANDUM 7, S. 2023
(Submission Guidelines for Application of Programs for Continuing Professional Development (CPD) Accreditation)

To: Schools Division Superintendents (SDSs)
All Others Concerned

1. Pertinent to Regional Memorandum No. 7, s. 2023 dated January 4, 2023, this Office through the Human Resource Development Division/National Educators Academy of the Philippines, in collaboration with the Continuing Professional Development – Technical Working Group (CPD – TWG) disseminates the **Reiteration of and Addendum to Regional Memorandum No. 7, s. 2023** (Submission Guidelines for Application of Programs for Continuing Professional Development Accreditation).
2. Reiteration on the following guidelines:
 - a. the accreditation number to be used in the PRC CPD Application Form is **PTR-2022-389** with an expiration date of **August 13, 2025**;
 - b. the field office – applicant/s shall submit the complete requirements for CPD Accreditation of Professional Development Programs (PDPs) at least (60) working days before its/their program implementation/conduct;
 - c. initial evaluation by the CPD TWG will commence upon receipt of complete CPD application requirements from the field office applicant.
3. The following stipulations are hereby added:
 - a. the CPD applications shall have passed through the initial evaluation process of the Schools Division Office's CPD - TWG;
 - b. submission of CPD application is every 1st week of every start of the quarter; and
 - c. applications that need to be resubmitted must consider the required lead time of the Professional Regulations Commission.
4. For queries, you may reach us at 0917-711-1697 and look for Mr. Misael G. Borgonia, Chief Education Supervisor – HRDD.
5. For information and compliance of all concerned.

SALUSTIANO T. JIMENEZ JD, EdD, CESO V
Director IV
Regional Director

STJ/FYA/HRDD/MGH/HDLs



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