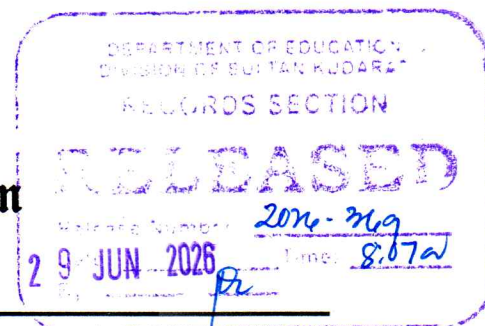




Republic of the Philippines
Department of Education
REGION XII
DIVISION OF SULTAN KUDARAT



July 29, 2026

DIVISION MEMORANDUM

SGOD HRDS No. **138** s. 2026

ORIENTATION ON THE USE OF THE HRD NETWORK-ENABLED EVALUATION AND APPROVAL OF PROFESSIONAL DEVELOPMENT PROGRAMS (NE-APP) SYSTEM

To: Assistant Schools Division Superintendent
Chiefs of the Functional Divisions
Education Program Supervisors
Public Schools District Supervisors/Principals In-Charge
Elementary and Secondary School Administrators
Concerned Employees
This Division

1. The Department of Education – Division of Sultan Kudarat, through the Human Resource Development Section (HRDS), will conduct the Orientation on the Use of the HRD Network-Enabled Evaluation and Approval of Professional Development Programs (NE-APP) System on August 4-5, 2026 at Habi Hotel, Koronadal City.
2. The activity aims to achieve the following objectives:
 - a. to orient participants on the features and navigation of the HRD Network-Enabled Evaluation and Approval of Professional Development Programs (NE-APP) System;
 - b. to familiarize the end-to-end process for the submission, evaluation, approval, and monitoring of professional development programs through the HRD NE-APP System; and
 - c. to effectively navigate and utilize the HRD NE-APP System in managing professional development program proposals and related processes.
3. All participants are encouraged to bring the NEAP PD proposals, laptop, extension cord, and either an external internet connectivity device or mobile data for use during the workshop.
4. The expenses for the live-in training, including hotel accommodation, meals, and snacks, shall be charged against SEF 2026. While, travelling allowance and other related expenses shall be charged against the school MOOE, subject to the usual budgeting, accounting, and auditing rules and regulations.

LPO/SGOD-SEPS/DM- Orientation on the Use of the HRD Network-Enabled Evaluation and Approval of Professional Development Programs (NE-APP) System/July 29, 2026



Address: Kenram, Isulan, Sultan Kudarat
Telephone No.: (064) 471 1007
Website: <https://divisionsk.org>
Email: depedsk@deped.gov.ph



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5. For queries and clarifications, all concerned may contact Lazaro P. Oriel, SEPS-HRDS through lazaro.oriel@deped.gov.ph
6. For guidance, and strict compliance of all concerned.

MEILROSE B. PERALTA, EdD., CESO VI
Assistant Schools Division Superintendent

Encl: As stated
Reference: None

To be indicated in the Perpetual Index under the following subjects:

EVALUATION

ORIENTATION

PROGRAMS

LPO/SGOD-SEPS/DM- Orientation on the Use of the HRD Network-Enabled Evaluation and Approval of Professional Development Programs (NE-APP) System/July 29, 2026



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Enclosure No. 1 to the Division Memo. HRDS No. **138** s. 202**6**

LIST OF PARTICIPANTS

NO.	NAME	POSITION	STATION
1	ACREMAH M. BALAYANAN	Principal I	KAPINGKONG NHS
2	ELIBETH L. PALMES, PhD	TIC	NHS
3	JONNA S. OLINO	Principal I	SANGAY NHS
4	GERARD A. JULLAR	Principal I	VILLA CLARA NHS
5	ABAS S. DOLLENTE	Principal II	DATU MATILONDO GALMAK NHS
6	RENE P. CANTO	Principal I	NEW PANAY NHS
7	LONEY D. BECETE	Principal I	E. ARCANO MEMORIAL NHS
8	DANILO B. BULOGON	Principal I	LEBAK NHS
9	RICHEL O. BUDZAL	Principal 1	LUTAYAN NHS
10	EMMANUEL C. MABAYAG	Head Teacher III	BALUAN NHS
11	JUVY U. MELANIO	Head Teacher I	KALIBUHAN NHS
12	BERNARDO S. ESCALICAS I.	TIC	LEMANGGA NHS
13	DANNY E. MANGATONG	Head Teacher I	SALAMAN NHS
14	CHRISTINE Y. PADROGANE	TIC	ANTONIO-CARIDAD LOZADA NHS
15	LUMER B. SUSANA	Head Teacher I	SALUMPING NHS
16	IMELDA S. FAGUTAO	Principal I	BAI SARIPINANG ES
17	EDGAR D. RUBIO	Teacher II	CAMPO 3 ES
18	RAYMUND S. DIANGA	Teacher II	LAM-ALIS ES
19	JANETTE C. CABISON	Teacher III	NEW ES
20	EMELDA A. PABLO	Teacher III/TIC	MAGSAYSAY ES
21	JOANE CHER F. YTURALDE	Principal I	ISULAN CENTRAL SCHOOL SPED CENTER
22	RAZUL B. MACASAYON	Principal II	KALAWAG CS
23	FRINALYN C. GRANADA	Teacher I	KUBO BANDAY ES
24	ANTONIO L. FERNANDEZ, JR.	Teacher II	BLANGA ES
25	BRICKY S. CANIEL	Teacher I	MALEGDEG ES
26	SAGUIRA G. HAMID	Head Teacher I	UDTONG ES
27	ARGIE L. TALIBUTAB	Teacher I	SUSANA F. GO ES
28	AGABAY B. SANDIGAN	Principal II	MANGANDOG ES
29	JENNIFER L. GUILLERMO	Head Teacher III	SUMAPAL ES
30	JAYSON G. IMPERIAL	Head Teacher II	PIGEL INTEGRATED SCHOOL

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PROGRAM MANAGEMENT TEAM

NO.	NAME	POSITION	STATION
1	KEVIN LLOYD V. HIJASTRO	OIC-PO	SDO
2	MARK CARLO D. BUYAO	SEPS	SDO
3	RHEA ANGELINE F. SOBERANO	OIC-EPS II	SDO
4	KIMBERLY R. ECHAVARIA	AO II	SDO
RESOURCE PERSONS			
1	HENRY FRITZ DIAZ	SEPS	HRDD
2	ARJAY RABORAR	EPS II	HRDD
3	CELIA ROSE NOTA	PROFESSOR	SKSU
4	ZIUS APRESTO	PROFESSOR	SKSU
5	ALEXIS APRESTO	PROFESSOR	SKSU
HRDS COUNTERPARTS (SEPS & EPS II)			
1	KORONADAL CITY DIVISION		
2	SOUTH COTABATO DIVISION		
3	KIDAPAWAN CITY DIVISION		
4	COTABATO DIVISION		
5	GENERAL SANTOS CITY DIVISION		
6	SARANGANI DIVISION		
7	TACURONG CITY DIVISION		

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INDICATIVE SCHEDULE

**ORIENTATION ON THE USE OF THE HRD NETWORK-ENABLED EVALUATION AND
APPROVAL OF PROFESSIONAL DEVELOPMENT PROGRAMS (NE-APP) SYSTEM**

August 4-5, 2026

Time	Activities	In-charge
Day 1		
8:30 a.m. – 9:00 a.m.	➤ Opening Program • National Anthem • Prayer • Attendance Checking • Opening Remarks • Acknowledgement of Participants, Statement of Purpose/Objectives • Message	Overture Mohalidin M. Suaeb, PhD CES, SGOD Lazaro P. Oriel SEPS HRDS, SGOD Meilrose B. Peralta, EdD., CESO VI ASDS
9:01 a.m. – 10:00am	• Presentation and Updates on HRD Programs, Projects, and Activities	Henry Fritz Diaz SEPS-HRDD-NEAP
10:00am-10:15am	Health Break	
10:15-12:00nn	Orientation and Navigation on HRD NE-APP	CELIA ROSE NOTA ZIUS D. APRESTO ALEXIS D. APRESTO HRD NE-APP Developer SKSU
12:00n-1:00pm	Lunch Break	
1:00-1:30pm	MOL	
1:00 – 3:00pm	• Workshop on the Utilization and Navigation of the HRD NE-APP	CELIA ROSE NOTA ZIUS D. APRESTO ALEXIS D. APRESTO

LPO/SGOD-SEPS/DM- Orientation on the Use of the HRD Network-Enabled Evaluation and Approval of Professional Development Programs (NE-APP) System/July 29, 2026



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3:00pm-3:15pm	Health Break	HRD NE-APP Developer SKSU
3:30-5:00pm	- Workshop on the Utilization and Navigation of the HRD NE-APP - Submission and Evaluation of PD Proposal	
Day 2		
8:00am-8:30am	MOL	
8:30am-10:00am	Navigation of the HRD NEAP and Submission of PD Proposals	Lazaro P. Oriel SEPS-HRDS
10:00am-10:15am		Rhea Angeline Soberano EPS II-HRDS
10:15-12:00nn		Kimberly G. Echavaria HRDS
12:00nn-1:00pm	Lunch Break	
1:00-1:15pm	MOL	
1:15-4:00pm	Open Forum & Ways Forward	HRDS
4:00 – 5:00pm	Closing/ Online Evaluation	Mark Carlo D. Buyao SEPS-SMME
Master of Ceremonies: Kevin Lloyd V. Hijastro OIC- Planning Officer		

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