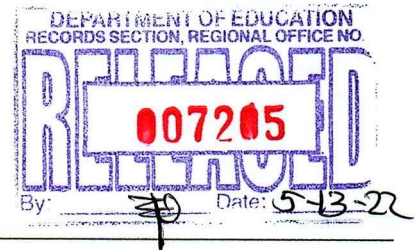




Republic of the Philippines  
**Department of Education**  
REGION I



Office of the Regional Director

**REGIONAL MEMORANDUM**

No. 505, s. 2022

MAY 13 2022

**REQUEST TO CONDUCT A LEARNING NEEDS ASSESSMENT THROUGH FOCUS GROUP DISCUSSION (FGD) ON CRAFTING PROFESSIONAL DEVELOPMENT PROGRAMS FOR TEACHERS AND INSTRUCTIONAL LEADERS**

To: **Schools Division Superintendents**  
**All Others Concerned**

1. In reference to Regional Memorandum 479 S. 2022, Workshops and Consultations on NEAP Region 1 Professional Development Programs Phase 3, the National Educators Academy of the Philippines Region 1 (NEAP R1) shall conduct a Learning Needs Assessment through Focus Group discussion (FGD) on **May 16, 2022**, 1:30pm via Zoom.
2. The activity aims to gather baseline data for the designing of professional development programs for teachers and instructional leaders and for provision of technical assistance.
3. In this connection, all SDOs are requested to assign **three (3) participants** for each category.
  - a. Teachers (I-III)
  - b. Master Teachers (I-II)
  - c. School Heads
  - d. Supervisors
4. The Zoom Meeting details are as follows:  
  
Meeting ID: 984 1203 0867  
Passcode: 056138
5. Participants are requested to accomplish the Informed Consent Form via this link <https://tinyurl.com/InformedConsentFormFGD> on or before May 14, 2022.
6. Participants are expected to log in 15 minutes before the scheduled time.

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7. For queries and other concerns, please contact NEAP R1 through email at [neap.region1@deped.gov.ph](mailto:neap.region1@deped.gov.ph).

8. Immediate dissemination of this Memorandum is desired.

For the Regional Director:



**RONALD B. CASTILLO**  
Director III

Encl.: As stated

Reference: None

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

LEARNING AND DEVELOPMENT SURVEY

HRDD/kmmb/FGDPhase3  
May 13, 2022

