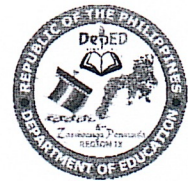




Republic of the Philippines
DEPARTMENT OF EDUCATION
Regional Office IX, Zamboanga Peninsula
Airport Road, Tiguma, Pagadian City



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RECEIVED
SEP 21 2018

September 10, 2018

REGIONAL MEMORANDUM

No. 37 s. 2018

DepEd RO IX, RECORDS SECTION
NO. 06585
BY: 2 DATE: 9/11/18
RELEASED

**ROLLOUT OF THE 2018 PRINCIPALS' TEST ONLINE APPLICATION
SYSTEM REGIONAL TRAINING OF TRAINERS**

To: The Schools Division Superintendents
SGOD Chiefs
SDOITO, SDO Cashiers
Division Principals' Test Coordinators
All Others Concerned

1. In line with the conduct of the 2018 Principals' Test; The Department of Education through the Quality Assurance Division (QAD) in collaboration with the Regional Information Technology Officer will conduct the Rollout of the 2018 Principals' Test Online Application System (PTOAS) Regional Training of Trainers in Pagadian City (Specific venue to be announced later) on September 24-26, 2018.

This training aims to:

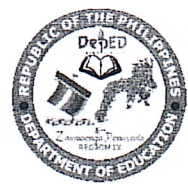
1. To improve the application process of the Principals' Test for aspiring School Principals;
2. To efficiently conduct the rollout of the PTOAS;
3. To ensure the orderly online application;
4. To guide applicants and office involved in the preparation and administration of the test and;
5. To conduct workshop on the Principals' Test Online Application System.

2. Participants for this training are the following:

PARTICIPANTS	RITO	RPTC	DITO	SGOD/RO CHIEF	Evaluators SEPS/EPS	RO/SDO Cashier
REG. OFFICE	1	1		1	10	2
DAPITAN			1	1	2	1
DIPOLOG			1	1	2	1



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ISABELA CITY			1	1	2	1
PAGADIAN CITY			1	1	2	1
ZANORTE			1	1	2	1
ZAMBOSUR			1	1	2	1
SIBUGAY			1	1	2	1
ZAMBO. CITY			1	1	2	1

3. Travel expenses and board and lodging of the participants shall be charged to ICTS fund which will be downloaded to this Region subject to the usual accounting and auditing rules and regulations.

4. SDO ITO's are expected to submit the complete name, position, gender, email address and mobile number of the participants on or before Wednesday, September 14, 2018 by filling out on online registration at: bit.ly/rto9ptcas.

Provision of meals/snacks and accommodation will be as follows:

	Sept. 17,2018 Day 0	Sept 18,2018 Day 1	Sept 19,2018 Day 2	Sept 20,2018 Day 3
Breakfast		✓	✓	✓
AM Snacks		✓	✓	✓
Lunch		✓	✓	✓
PM Snacks		✓	✓	✓
Dinner	✓	✓	✓	

5. All participants **MUST** bring and use their own Laptop throughout the activity. They are also advised to bring their own pocket WI-FI or portable modem, as well as power strips/extension cord.

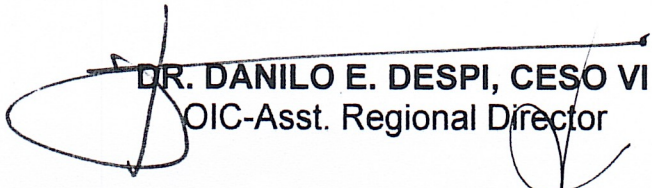
Should you have questions or concerns please feel free to contact:

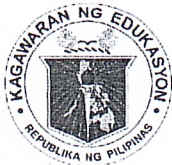
Mr. Jekyll Cadungog (email: jekyll.cadungog@o365.deped.gov.ph) Mobile No. 0926-7759-276);

Mrs. Antonia B. Tayag (email: tayag.antonio@deped.gov.ph) , Mobile No. 0917-546-1324);

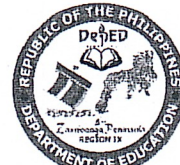
Mr. Domingo L. Pascual Jr. (domz.pascual@gmail.com), Mobile No. 0915-589-3698).

6. Immediate dissemination of this memorandum is desired.


DR. DANILO E. DESPI, CESO VI
OIC-Asst. Regional Director



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ACTIVITY PROPOSAL FOR ROLLOUT OF PRINCIPALS' TEST ONLINE APPLICATION SYSTEM (PTOAS) 2018 REGIONAL TRAINING OF TRAINERS

Date of Implementation : September 18-20,2018
Number of Participants : 55
Budget Requirements : Php 232,000.00 (ICTS FUNDS)
Proponent : Dr. Visminda Q. Valde, Chief, QAD

I. TITLE: ROLLOUT OF PRINCIPALS' TEST ONLINE APPLICATION SYSTEM (PTOAS) REGIONAL TRAINING OF TRAINERS

II. RATIONALE:

The Department of Education (DepEd) through the Bureau of Human Resource and Organizational Development (BHROD), Information and Communication Technology System (ICTS) and Quality Assurance Division (QAD) will administer the Rollout Principals' Test Online Application System, Regional Training of Trainers on September 24-26, 2018.

The Objectives of this activity are the following, to wit;

1. To improve the application process of the Principals' Test for aspiring School Principals;
2. To efficiently conduct the rollout of the PTOAS;
3. To ensure the orderly online application;
4. To guide applicants and office involved in the preparation and administration of the test and;
5. To conduct workshop on the Principals' Test Online Application System.

III: TARGET CLIENTILE, VENUE AND DATE

a. Total Number of Participants : 55
b. Venue : Pagadian City
c. Date : September 18-20,2018

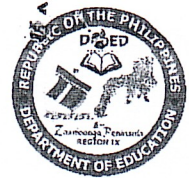
d. Expected Participants

1. Regional Office (Trainers & Staff)	14
2. RTO	1
3. SGOD Chief	8
4. SDDITO	8
5. ZSDO Evaluator	16
6. SDO Cashier	8

55
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IV. WORKING COMMITTEE:

A. Facilitator/Research Speakers

- | | | |
|-----------------------------|---|---------|
| 1. Visminda Q. Valde, Ed. D | - | Trainer |
| 2. Antonia B. Tayag, EPS II | - | Trainer |
| 3. Jekyll Cadungog, RITO | - | Trainer |
| 4. Genevive Kuby, SDO ITO | - | Trainer |

B. Secretariat

QAD Staff:

1. Mary Daisy C. Garcia
2. Regina DC. Arboleda
3. Asidza T. Abdullah
4. Filipina P. Poloyapoy
5. Domingo Pascual, Jr.

V. BUDGETARY REQUIREMENTS:

A. Food and Accommodation

No.	Quantity	Items	Unit Price	Amount
1	55	6 Meals and 6 snacks with accommodation	Php 1,000.00	Php 165,000.00

B. Supply and Materials

No.	Quantity	Units	Items	U-Price	Amount
1.	See attached PR for Supplies and Materials				
2.					
3.					

C. Transportation

No.	Quantity	Units	Items	U-Price	Amount
1	55	8 divisions			Php 42,565.00

Summary:

- | | | |
|----------------------------------|---|----------------|
| A. Food & Accommodation | - | Php 165,000.00 |
| B. Supply & Materials | - | 24, 435.00 |
| C. Transportations (8 divisions) | - | 42, 565.00 |

Grand Total

Php 232, 000.00

Recommending Approval:

DR. VISMINDA Q. VALDE
Chief, QAD

Prepared by:

ANTONIA B. TAYAG
EPS II, QAD

Approved:

DR. DANILO E. DESPI, CESO VI
OIC-Asst. Regional Director