



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

AUG 09 2022

MEMORANDUM

**PROGRAM DELIVERY ARRANGEMENTS OF THE FINANCIAL LITERACY AND
DEVELOPMENT AND INCREASING ADVERSITY QUOTIENT TRAINING**

To: OIC – Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public Secondary School Heads/OICs Muntinlupa Science High School and
Muntinlupa Business High School Annex
All Others Concerned

1. The Department of Education –National Capital Region, through the Human Resource Development Unit, in partnership with 1986 Summerhouse Publishing shall conduct the **Financial Literacy and Development and Increasing Adversity Quotient Training** on August 17-19; and August 24-26, 2022 at the NEAP Marikina Training Facility.
2. Relative to this, the following Supervisors and Teachers shall participate in the abovementioned activity:

<i>Name of Participant</i>	<i>School/Office</i>	<i>Subject</i>
Dr. John Albert B. Colle	SDO Muntinlupa	Filipino
Ms. Alyssa Aventurado	SDO Muntinlupa	English
Ms. Arlene Joy Mananguit	MBHS-Sucat Annex	EsP
Mr. Russel van Erick F. Ramos	MSHS	Science

3. The board and lodging of the participants shall be covered by the Learning Service Provider; however, the transportation allowance and other expenses incurred relative to this activity shall be charged to local funds, subject to usual accounting and auditing rules and regulations. This Memorandum shall also serve as the Authority to Travel of the participants for the training.
4. All concerned school heads are advised to make the necessary arrangements in compliance with the No Disruption of Classes Policy stipulated in DepEd Order No. 9, s.2005, entitled: "Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith."
5. For the information and guidance of all concerned.


CARLEEN S. SEDILLA CESO V
Schools Division Superintendent



 Student Center for Life Skills Bldg., Centennial Ave, Brgy Tunasan,
Muntinlupa City
 (02) 805-9935, (02) 805 - 9940
 sdomuntinlupa@gmail.com



0608050

Encl: None

Reference: None

To be indicated in the Perpetual Index
under the following subjects

SCHOOLS

TRAINING PROGRAMS

AFS/ FINANCIAL LITERACY AND DEVELOPMENT AND INCREASING ADVERSITY QUOTIENT TRAINING

254 August 8, 2022



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



DNCR-F-ORD-034/RO/01112019

MEMORANDUM

No. ROP-2022-

468

SDO-CITY OF MUNTINLUPA

Received

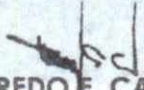
Date

Time

8-3-22

11:16 am

TO : Schools Division Superintendents

FROM : 
WILFREDO E. CABRAL
Regional Director

SUBJECT : PROGRAM DELIVERY ARRANGEMENTS OF THE FINANCIAL LITERACY AND DEVELOPMENT AND INCREASING ADVERSITY QUOTIENT TRAINING

DATE : August 1, 2022

1. Corollary to the issued Regional Memoranda No. ROP-2022-422 and No. ROP-2022-427, calling for nomination and announcement of the pilot implementation, all concerned are informed of the conduct of the above-mentioned professional development programs for teachers and school leaders in partnership with 1986 Summerhouse Publishing on August 17 – 19 and August 24 – 26 at the NEAP-Marikina Training Facility.
2. Attached herewith is the official list of participants as identified by Schools Division Offices and are advised to register at https://bit.ly/NEAPRNATIN_FINLIT_AQ on or before August 8, 2022.
3. Furthermore, appended to this are the PD matrices and administrative notes for reference and guidance of concerned.
4. Training expenses (fees, materials, honoraria, and other training services) will be shouldered by the partner LSP. Board and lodging of the PMT and participants shall be borne by the Regional 2022 HRD Program Support Fund (PSF) while travel expenses of RO/SDO participants will be charged against local funds subject to usual accounting and auditing rules and regulations.
5. Participation and compliance of all concerned is enjoined.



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Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

**OFFICIAL LIST OF PARTICIPANTS TO THE FINANCIAL LITERACY AND DEVELOPMENT
(August 17 – 19) AND INCREASING ADVERSITY QUOTIENT (August 24 – 26)
TRAINING AT NEAP MARIKINA TRAINING FACILITY**

PD Program Management Team (PMT)

NAME/Office	Position	TOR
Josefino C. Pogoy Jr.	EPS, OIC-Chief, HRDD and NEAP	Consultant
Christian T. Español	EPS, HRDD	Process Observer
Rhea B. Eden	EPS, HRDD	Process Observer
Rodolfo J. Colocar	EPS, HRDD	Process Observer
Melvin Willy II B. Roque	SEPS, NEAP-NCR	Chairperson
Jennifer G. Medina	EPS II, NEAP-NCR	Co-chairperson
Leah Ailah C. Vicencio	EPS II, HRDD	Communications
Donray V. Salvador	EPS II, HRDD	Technical Support
Jerol C. De Lira	ADAS III, NEAP-NCR	Logistics Management
Clarisse P. Sombrero	ADA VI, HRDD	Secretariat
James M. Macaranas	SEPS, SMM&E	TWG, Chairperson for POA and M&E
Gerald Anthony C. Lazaro	PDO I, LRMDs	TWG, Chairperson for Documentation and Terminal Report Packaging

PD Participants

SDO	Proficient Teacher	Highly Proficient Teacher	Public Schools District Supervisors	Education Program Supervisors
CALOOCAN	Merriam A. Schwegler	Jessca A. Inocando	Danilo G. Osorio	Jennifer B. Mondoy
LAS PIÑAS	María Cristita B. Cuerdo	Eric F. Fungo	Mildred T. Tuble	Veronico O. Gonzales
MAKATI CITY	Evelyn Quebral	Marco C. Javier	Ernesto Catada	Celedonia T. Teneza
MALABON	Aljohn P. Pedro	Cielo May Pura	Hilda C. Valencia	Lily T. Galangan
MANDALUYONG	Jenelyn P. Acopiado	Jaymee Anne C. Talao	Winnie L. Cruz	Restituto I. Rodelas
MANILA	Flor Paglinawan	Frida Obinguar	Renato Felipe Jr.	Remy Linda Soriano





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MARIKINA	Randolf Bryon Viray	Ma Ayl Fabillar	Freddie D. Viernes	Aaron S. Enano
NAVOTAS	Candido L. Serrano	Criselda F. Cimat	Eloisa S. Sanchez	Russel P. Samson
MUNTINLUPA	Russell Van Erick F. Ramos	Arlene Joy Mananguit	Alyssa Aventurado	John Albert B. Colle
PARANAQUE	Elaine A. Doroja	Joanna B. Emralino	Leonora J. Nofuente	Corazon A. Javier
PASAY	Diana Rose B. Del Valle	Jojo A. Quiñano	Eleanor C. Capilitan	Ana Marie A. Afuang
PASIG	Vida Bianca M. Lauz	Lysette G. Caruz	Karen C. Villanueva	Liza C. Alvarez
QUEZON CITY	Rexis Reginan	Lord Jason Hernandez	Ludevina Bruan	Joel Feliciano
SAN JUAN	Mr. Vicente V. Varon	Mr. Rizaldy N. Bercasio	Dr. Leonardo Dagum Jr.	Ms. Helen S. Acedo
TAPAT	Hazel Lambon	Marester Ramos	Marcial C. Sison	Noel T. Balubal
VALENZUELA	Jai Rabbai A. Eugenio	Joemarie S. Fiel	Edna L. Llanera	Marilyn B. Soriano





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ADMINISTRATIVE NOTES

FOR THE FINANCIAL LITERACY AND DEVELOPMENT TRAINING

1. Check-in is on August 16, 2022, 4 p.m.
2. First meal is dinner on August 16, 2022
3. Parking is limited.
4. Check-out is on August 19, 2022
5. All guests are required to accomplish the STAF SAFE APP or present their Vaccination Cards prior entry to facility premises.
6. All guests must answer the NEAPRNATIN guest registration form at https://bit.ly/NEAPRNATIN_FINLIT_AQ for board and lodging reservation.
7. There shall be no Proxy/Alternate participants.
8. Participants are advised to bring the following:
 - a. Laptop with charger
 - b. Pocket Wifi/Data
 - c. Extension cords
 - d. Pen and notebook
 - e. Vaccination card

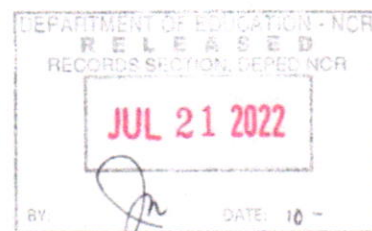
FOR THE INCREASING ADVERSITY QUOTIENT TRAINING

1. Check-in is on August 23, 2022, 4 p.m.
2. First meal is dinner on August 23, 2022
3. Parking is limited.
4. Check-out is on August 24, 2022
5. All guests are required to accomplish the STAF SAFE APP or present their Vaccination Cards prior entry to facility premises.
6. All guests must answer the NEAPRNATIN guest registration form at https://bit.ly/NEAPRNATIN_FINLIT_AQ for board and lodging reservation.
7. There shall be no Proxy/Alternate participants.
8. Participants are advised to bring the following:
 - a. Laptop with charger
 - b. Pocket Wifi/Data
 - c. Extension cords
 - d. Pen and notebook
 - e. Vaccination card





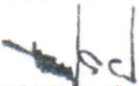
Republic of the Philippines
Department of Education
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DNCR-F-ORD-034/R0/01112019

MEMORANDUM 427
No. ROP-2022-

TO : Schools Division Superintendents

FROM : 
WILFREDO E. CABRAL
Regional Director

SUBJECT : PILOT IMPLEMENTATION OF THE FINANCIAL LITERACY AND
DEVELOPMENT AND INCREASING ADVERSITY QUOTIENT
TRAINING

DATE : July 20, 2022

1. DepEd NCR, through the National Educators Academy of the Philippines in the Region (NEAP-NCR) in partnership with 1986 Summerhouse Publishing informs all concerned of the conduct of the above-stated subject to be held at the NEAP-Marikina Training Facility with the following program delivery details:

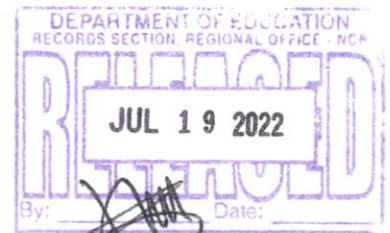
PD Program/ Course	Date of Program Delivery	Participants (same set of pax for the 2 stated PD Program/Course)
Financial literacy and Development	August 17 to 19	Proficient Teachers Highly Proficient Teachers
Increasing Adversity Quotient	August 24 to 26	PSDS and EPS

2. Senior Education Program Specialists in-charge for Human Resource Development in Schools Division Offices shall facilitate the nomination and transmittal of official SDO participants in adherence to RM No. ROP-2022-422.
3. Training expenses including registration fees, materials, honoraria, and other training services will be shouldered by the partner LSP while board and lodging of the program management team and participants will be borne against the 2022 HRD PSF, travel expenses of SDO participants shall be charged against SDO/School local funds subject to usual accounting and auditing rules and regulations.
4. For immediate and wide dissemination.





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DNCR-F-ORD-034/R0/01112019

MEMORANDUM 422
No. ROP-2022-

TO : School Division Superintendents

FROM : 
WILFREDO E. CABRAL
Regional Director, DepEd NCR and
Officer-In-Charge, Office of the Undersecretary
Human Resource and Organizational Development

SUBJECT : **CALL FOR NOMINATION OF PARTICIPANTS TO THE PILOT
IMPLEMENTATION OF FINANCIAL LITERACY AND
DEVELOPMENT AND INCREASING ADVERSITY TRAINING**

DATE : July 18, 2022

1. In conformance to DepEd Order (DO) No. 001, s. 2020 titled Guidelines for NEAP Recognition of Professional Development (PD) Programs and Courses for Teachers and School Leaders, HRDD and NEAP – NCR in partnership with 1986 Summerhouse Publishing informs all concerned of the above-stated subject with implementation dates and other details to be communicated through a separate memorandum.
2. SDO Senior Education Program Specialists for Human Resource Development under the School Governance and Operations Division are requested to facilitate the nomination of SDO participants adhering to the enclosed criteria configuration (enclosure 1) and shall endorse official list (enclosure 2) of nominees not later than July 27, 2022 at the HRDD-NEAP Office, DepEd NCR.
3. For more information, please contact Dr. Melvin Willy II B. Roque, NEAP – R Focal at HRDD-NEAP telephone number 8250-35-13 or through email at neap.ncr@deped.gov.ph.
4. For immediate dissemination and compliance.





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Enclosure 1

CRITERIA CONFIGURATION

Career Stage/Job Group	Criteria	Allocation Per SDO
Proficient Teachers	• 0 to 3 years in the service (public) • Preferably 22 – 40 years old • Has potential facilitation skills	1 per SDO
Highly Proficient Teachers	• 4 to 6 years in the service (public) • Preferably 22 – 40 years old • Leads in LAC implementation in schools	1 per SDO
Public Schools District Supervisors	• Has in-depth knowledge in NEAP Recognition System • Provides TA to schools in the design and development of LAC sessions	1 per SDO
Education Program Supervisors	• Has in-depth knowledge in NEAP Recognition System • Provides TA to schools in the design and development of LAC sessions	1 per SDO

***Note**

Identified SDO nominees will both participate in the two (2) PD Programs/Courses Offered





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Enclosure 2

**LIST OF SDO NOMINEES TO THE PILOT IMPLEMENTATION OF FINANCIAL
LITERACY AND DEVELOPMENT AND INCREASING
ADVERSITY QUOTIENT TRAINING**

Name of Division:
Name of HRD SEPS:

Career Stage/Job Group	Name of SDO Nominee	School
Proficient Teachers		
Highly Proficient Teachers		

Career Stage/Job Group	Name of SDO Nominee	Learning Area/District Supervised
Public Schools District Supervisors		
Education Program Supervisors		

Prepared:

Name and Signature of HRD SEPS

Approved:

Name and Signature of SDS



TIMELINE: FINANCIAL LITERACY AND DEVELOPMENT

	Description	Time	Duration
Day 1	PROGRAM ORIENTATION	8am – 8:15am	15 minutes
	PRE-TEST	8:15am – 8:45am	30 minutes
	<i>Day 1: AM Session</i> Module 1 Topic 1: RA 10922 (video content 1) Topic 2: Ambisyon 2040 (video content 2) Topic 3: DepEd Order No. 022 s. 2021 (video content 3) Financial Education Policy pursuant to Republic Act (RA) No. 1099 or the Economic and Financial Literacy Act of 2016 and RA 10679 or the Youth Entrepreneurship Act of 2015. It targets to enhance the financial literacy and financial capability of all learners, public school teachers, and DepEd Personnel to make sound financial decisions that lead to financial health and financial inclusions.	8:45am - 9:45am 9:45am-10am break 10am – 11am 11am – 11:45am 11:45am–1pm Lunch	60 minutes 15 minutes 60 minutes 45 minutes 75 minutes

	Day 1: Afternoon Session Topic 4: How to set "SMART" Financial Goals (*SMART Tipid Tips*) <i>Documentary: Ms. Carmelita "Carmen" Pantaleon from Anao, Tarlac</i> <i>With discussion***</i>	1pm – 2pm 2pm – 3:30pm 3:30pm – 4pm Break	60 minutes 90 minutes 30 minutes
	<i>Output/Activity: Produce a Personal Financial Goal Worksheet</i> <i>(6 months to 1 year) – template provided</i>	4pm – 5pm	60 minutes
Day 2	Day 2: AM Session Module 2 Topic 1: Value your money (video content 4) Topic 2: Standards of Budgeting (video content 5) Topic 3: Saving for the future (video content 6) Day 2: PM Session Topic 4: Strategies for saving (video content 7) <i>*Documentary: Gesseli H. Casem success story of a teacher</i>	8am – 9am 9am – 9:15am Break 9:15am – 10:30am 10:30am – 11:45am 11:45am– 1pm Lunch 1pm – 2pm 2pm – 3:30pm 3:30pm – 4pm Break	60 minutes 15 minutes 75 minutes 75 minutes 75 minutes 60 minutes 90 minutes 30 minutes
	<i>Output/Activity: Personal Savings Management Plan</i> <i>(6 months to 1 year challenge)</i>	4pm – 5pm	60 minutes

	Descriptions	Time	Duration
Day 3	Module 3: Topic 1: Donating: Giving time, talent, treasure (video content 8) Topic 2: Different ways to give (video content 9) Topic 3: Invest and protect (video content 10) Topic 4: Risks and Rewards (Guide on Investments and Earnings) (video content 11)	8am – 9am 9am – 9:15am Break 9:15am – 10:30am 10:30am – 11:45am 11:45am– 1pm Lunch 1pm – 3pm 3pm – 3:30pm Break	60 minutes 15 minutes 75 minutes 75 minutes 75 minutes 120 minutes 30 minutes
	Output/Activity: Envision yourself in the next five (5) years with stocks and dividends. “Probability of Success and Failure” (Worksheet)	3:30pm – 5pm	90 minutes
	POST TEST		

Timeline of “Empowerment Through Sound Mind: Increasing Adversity Quotient”

DAY	SESSION	DESCRIPTION	TIME	DURATION
DAY 1: Science of Resilience (Module 1) 42% of Filipino workers reported that their stress levels have risen over the past few years (Regus International). The Philippines is the 2 nd most stressed country (Gallup World). The Philippine Statistics Authority (PSA) has reported increasing rate of death due to suicide. With these alarming figures, how resilient are you? “Empowerment Through Sound Mind: Increasing Adversity Quotient” will help you gauge your resilience through a standardized assessment tool.	AM	1) Program Orientation (Video Content 1)	8:00 – 8:15	15 mins
		2) Pre-Test (Video Content 2)	8:15 – 9:15	60 mins
		3) Activity 1: How resilient are you? (Stoltz 1997) → ARP (Stoltz 1997) (Video Content 3)	9:15 – 9:45	30 mins
		BREAK	9:45 – 10:00	15 mins
		4) The Science of Resilience (Stoltz 1997) (Topics 1-3; Video Content 4-6) → CORE → LEAD → Quitters, Campers, Climbers	10:00 – 12:00	120 mins
		LUNCH BREAK	12:00 – 1:15	75 mins
	PM	5) What composes OUR life? (Spence 2013) (Topics 4; Video Content 7) → 8 Facets of Life	1:15 – 3:15	120 mins
		BREAK	3:15 – 3:30	15 mins
		6) Activity 2: What composes YOUR life? (Video Content 8)	3:30 – 4:15	45 mins
		7) M&E: Kirkpatrick Model - LEARNING (Video Content 9)	4:15 – 4:45	30 mins
		8) M&E: Kirkpatrick Model - REACTION (Video Content 10)	4:45 – 5:00	15 mins
DAY 2: How to Deal (Module 2) “Let him that would move the world first move himself” – Socrates This program created “Emotional Tracker” to help you list, recognize, and track your current emotional state in times of adversities. The program will also teach you strategies in handling those adversities and managing your emotions to ensure success in tasks and in life as well as conscious and responsible behavior	AM	1) How would you evaluate your habits? (Clear 2018) (Topics 5; Video Content 11)	8:00 – 9:00	60 mins
		2) Activity 3: “Emotional Tracker” (Video Content 12)	9:00 – 9:45	45 mins
		BREAK	9:45 – 10:00	15 mins
		3) Learning by Observing and Mimicry) (Video Content 13) Psych Tests (Perceived Stress Scale and Beck’s Depression Inventory)	10:00 – 10:30 10:30 – 11:15	30mins and 45mins TOTAL: 75 mins
		4) Strategies: “How to Deal” (Part 1) (Topics 6A; Video Content 14)	11:15 – 12:00	45 mins
		LUNCH BREAK	12:00 – 1:15	75 mins
	PM	5) Strategies: “How to Deal” (Part 2)	1:15 – 2:15	60 mins

		(Topics 6B; Video Content 15)		
		6) Activity 4: Promoting Ownership and Responsibility through Sharing (Video Content 16)	2:15 – 3:15	60 mins
		BREAK	3:15 – 3:30	15 mins
		7) Activity 5: “How to Deal” Practice (Video Content 17)	3:30 – 4:30	60 mins
		8) M&E: Kirkpatrick Model - LEARNING (Video Content 18)	4:30 – 5:00	30 mins

DAY 3: Effective Techniques to Increase Adversity Quotient (Module 3) “The worst things you can do is to allow yourself to focus so much on skills and smarts that you lose sight of the character traits that are much more important predictors of success.” – Keith Krach The program teaches ways to increase AQ and guide in helping you face challenges and understand and address adversities, the causes and sources of stress and challenges that affect their mental soundness and ability to perform to their utmost potential.	AM	1) Activity 6: Ruminating on Others’ Perspectives (Video Content 19)	8:00 – 9:00	60 mins
		2) Strategies: Increasing Resilience (Part 1) (Topic 7A; Video Content 20)	9:00 – 9:45	45 mins
		BREAK	9:45 – 10:00	15 mins
		3) Strategies: Increasing Resilience (Part 2) (Topic 7B; Video Content 21)	10:00 – 11:30	90 mins
		4) M&E: Kirkpatrick Model - LEARNING (Video Content 22)	11:30 – 12:00	30 mins
	LUNCH BREAK		12:00 – 1:15	75 mins
	PM	5) Activity 7: How to Assist Colleagues (Brainstorming) (Video Content 23)	1:15 – 2:30	75 mins
		6) Activity 8: Reflective Analysis (Video Content 24)	2:30 – 3:45	75 mins
		BREAK	3:45 – 4:00	15 mins
		7) POST-TEST (Video Content 25)	4:00 – 5:00	60 mins

Prepared by:

1986 Summerhouse Publishing