



Republic of the Philippines
Department of Education
SCHOOLS DIVISION OF MARINDUQUE

Office of the Schools Division Superintendent

MEMORANDUM
SGOD-2026-209

TO: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

FROM: **RONNIE S. MALLARI, PhD, CESO III**
Regional Director
Concurrent, Officer-in-Charge
Office of the Schools Division Superintendent

SUBJECT: **SUBMISSION OF PHASE 1 PORTFOLIO FOR THE NATIONAL ASSESSMENT FOR SCHOOL HEADS (NASH) (BATCH 2) PROFESSIONAL DEVELOPMENT INTERVENTIONS (PDI)**

DATE: October 22, 2026

1. Per Memorandum DM-OULS-2026-397 from the Office of the Undersecretary for Learning Systems, ASec. Carmela C. Oracion, dated September 7, 2026, titled "*Guidelines on the Conduct of the National Assessment for School Heads – Targeted Development Program (TDP) and Professional Development Intervention (PDI)*," and in support of the results of NASH Batch 2, as stipulated in DepEd Memorandum No. 044, s. 2026, the National Educators Academy of the Philippines (NEAP), through the School Governance and Operations Division – Human Resource Development Section (SGOD-HRDS), shall provide domain-based professional development to NASH test takers corresponding to one or more PPSSH domains identified in their Individual Development Report (IDR) from October 2026 to July 2027.
2. Relative thereto, **all NASH PDI Batch 2 school heads shall submit their Phase 1 Portfolio, as documentary evidence of participation and completion of the required online learning courses, to the SGOD-HRDS through the OSDS-Records Section on or before November 12, 2026.**
3. The Phase 1 Portfolio shall contain the following:
 - a. accomplished portfolio cover pages provided by the SGOD-HRDS;
 - b. certificates of completion of all prescribed online courses under the applicable domain(s) of intervention;
 - c. photo documentation, with captions, showing participation in the online synchronous sessions conducted by NEAP Central Office; and



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d. photo documentation, with captions, showing participation and completion of the assigned LinkedIn Learning courses.

4. **NASH PDI Batch 1 school heads shall utilize the official portfolio template, which may be downloaded through the Division L&D Repository via bit.ly/LDRepositoryMdq. The portfolio shall be printed on A4-size bond paper and submitted in hard copy.**

5. **To facilitate scanning, validation, and consolidation of documents for reporting purposes, participants are advised not to have their portfolios permanently bound. Instead, documents shall be compiled using fasteners or similar means.** After the completion of the reporting process, the portfolios shall be returned to the concerned participants for their records and future reference.

6. For clarifications, please contact Mr. Kyle David V. Atienza, Senior Education Program Specialist – Human Resource Development Section, through kyledavid.atienza@deped.gov.ph.

7. Immediate dissemination of and compliance with the contents of this Memorandum are desired.

/SGOD-HRDS-KDA



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