

SCHOOLS DIVISION OF NEGROS ORIENTAL
Office of the School Governance and Operations Division

Capitol Area, Dumaguete City

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SGOD Office (035) 225 - 6180

February 13, 2017

TRAVEL ORDER

NO. 102 s. 2017

TO

: **DR. RACHEL B. PICARDAL**
CHIEF, SGOD

DR. RENANTE JUANILLO
DEPS, SHS Coord.

OFFICE

: **Division of Negros Oriental**

PURPOSE

: To attend the Administrative Meeting on the Capacity Building of Grade 6, Grade 10 Araling Panlipunan And Senior High School Teachers for the K to 12 Basic Education Program

DATE OF TRAVEL

: **February 27- March 1, 2017**

VENUE/PLACE

: **Villa Amor Hotel, Koronadal City**

ALLOWED/CHARGED TO: (Division MOOE funds subject to the usual accounting and auditing rules and regulations)

_____: Registration
☒ : Meals and accommodation
☒ : Transportation/per diem & other incidental expenses

SALUSTIANO T. JIMENEZ, CESO VI
OIC-Office of the Assistant Regional Director
Concurrent Schools Division Superintendent

2/13/17

RELEASED

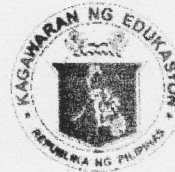
CONTROL NO. 218

RELEASED BY: Smela

DATE RELEASED: 1-26-17



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
NEGROS ISLAND REGION
West City Elementary School Campus
Dumaguete City 6206



January 26, 2017

REGIONAL MEMORANDUM

No. 23, s. 2017

ADMINISTRATIVE MEETING ON THE CAPACITY BUILDING OF GRADE 6, GRADE 10 ARLING PANLIPUNABN AND SENIOR HIGH SCHOOL TEACHERS FOR THE K TO 12 BASIC EDUCATION PROGRAM

To: *All Schools Division Superintendents
Public and Private Elementary and Secondary School Heads
All Others Concerned*

1. Enclosed is Deped Memorandum No. 12, s. 2017 entitled "*Administrative Meeting on the Capacity Building of Grade 6, grade 10 Araling Panlipunan and Senior High School Teachers for the K to 12 Basic Education Program*", the contents of which are self-explanatory, for information and guidance of all concerned.
2. The Administrative Meeting for VisMin cluster will be on February 27-March 1, 2017 at Villa Amor Hotel, Koronadal City. Check in time is 2:00 p.m. of February 26, 2017. ✓
3. Widest dissemination is desired.


GILBERT A. SADSAD, PhD, CESO V

Director III
OIC-Regional Director

mav/HRDD



Republic of the Philippines
Department of Education

23 JAN 2017

DepEd MEMORANDUM
No. **12**, s. 2017

**ADMINISTRATIVE MEETING ON THE CAPACITY BUILDING OF GRADE 6,
GRADE 10 ARLING PANLIPUNAN AND SENIOR HIGH SCHOOL TEACHERS
FOR THE K TO 12 BASIC EDUCATION PROGRAM**

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Regional Secretary, ARMM
Schools Division Superintendents
Public Elementary and Secondary School Heads
All Others Concerned

1. The Department of Education (DepEd), through the Teacher Education Council (TEC), will conduct the **Administrative Meeting on the Capacity Building of Grade 6, Grade 10 Araling Panlipunan and Senior High School (SHS) Teachers for the K to 12 Basic Education Program**. The details of the activity are as follows:

Activity	Date	Venue
Administrative Meeting (Luzon Cluster)	February 6-8, 2017 (exclusive of travel time)	Queen Margaret Hotel Lucena City
	Check-in: Feb. 5, 2017; 2:00 p.m. Check-out: Feb 8, 2017; 12 noon	First Meal: Feb. 5, 2017 Dinner Last Meal: Feb. 8, 2017 Lunch
Administrative Meeting (VisMin Cluster)	February 27-March 1, 2017 (exclusive of travel time)	Villa Amor Hotel Koronadal City
	Check-in: Feb. 26, 2017; 2:00 p.m. Check-out: March 1, 2017; 12 noon	First Meal: Feb. 26, 2017 Dinner Last Meal: March 1, 2017 Lunch

2. The Meeting aims to:

- present updates on the K to 12 Basic Education Program;
- discuss the highlights, issues, and gaps of the Grade 5 and SHS National Training of Trainers (NTOT) and Mass Training of Teachers (MTOT);
- discuss the mechanics or plans for the implementation of the Grade 6, Grade 10 *Araling Panlipunan*, and SHS teacher training; and
- draft the Regional Training Implementation Plan (RTIP) and Division Training Implementation Plan (DTIP).

3. The participants of this activity are the following:
- a. DepEd Central Office (CO) officials and personnel from the following offices:
- Office of the Undersecretary for Curriculum and Instruction (4)
 - Office of Procurement Service (1)
 - Office of Planning Service (1)
 - Bureau Directors (4)
 - Bureau of Curriculum Development (BCD)
 - Bureau of Learning Delivery (BLD)
 - Bureau of Learning Resources
 - National Educators Academy of the Philippines (NEAP)
 - Training Management Team (BCD and BLD Specialists) (10)
 - QAME Management Team (NEAP Specialists) (4)
 - Teacher Education Council (TEC) (5)
 - Finance Service (1)
- b. One Training Team per region:
- Regional Director/Assistant Regional Director
 - Chief, Curriculum and Learning Management Division
 - Chief, Human Resource Development Division
 - Schools Division Superintendent/Assistant Schools Division Superintendent per Schools Division Office
 - Chief, School Governance and Operations Division
4. Participants are requested to bring their laptops, extension cords, flash drive, and pocket wifi.
5. The tentative program of activities, and list of participants are contained in the enclosures.
6. All expenses relative to the board and lodging of the participants, including supplies and materials, and travel expenses of CO participants, shall be charged to TEC MOOE Funds, while the travel expenses of regional and schools division participants shall be charged to their local funds subject to the usual accounting and auditing rules and regulations.
7. For more information, all concerned may contact the **Teacher Education Council (TEC) Secretariat**, Department of Education (DepEd) Central Office, DepEd Complex, Meralco Avenue, Pasig City at telephone no. (02) 638-6170 or telefax no. (02) 638-6172.
8. Immediate dissemination of this Memorandum is desired.


LEONOR MAGTOLIS BRIONES
Secretary

Encls:

As stated

Reference:

DepEd Memorandum No. 57, s. 2016

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

BASIC EDUCATION
CONFERENCE
MEETING
OFFICIALS
PROGRAMS
SCHOOLS
SENIOR HIGH SCHOOL
TEACHERS

SMMA, Division Administrative Meeting on the Capacity Building of Grade 6 and SHS Teachers
0007, January 6/17, 2017

(Enclosure to DepEd Memorandum No. 12, s. 2016)

**PROPOSED PROGRAM FOR THE ADMINISTRATIVE MEETING WITH
REGIONAL TRAINING TEAMS**

Luzon: Feb.6-8, 2017 Queen Margaret Hotel, Lucena City

VisMin: Feb. 27-March 1, 2017 Villa Amor Hotel, Koronadal City

Day 0 – Arrival and Billeting of Participants

Day 1

Time/Duration	Activity	Person-in-Charge/ Office-in-Charge
8:00 – 12:00	Billeting and Registration	TEC Secretariat
1:00 – 1:30	Opening Program -National Anthem -Prayer	TEC Secretariat
	Welcome Remarks	Regional Office
	Introduction of Participants Statement of Purpose	TECS
1:30 – 2:30	Updates on the K to 12 Basic Education Program	Usec. Dina S. Ocampo
2:30 – 3:30	Highlights, Issues, and Gaps of the Grade 5 Teacher Training including Financial and Administrative Matters	BLD
3:30 – 4:30	Highlights, Issues, and Gaps of the SHS Teacher Training including Financial and Administrative Matters	BCD
4:30 – 5:00	Open Forum	

Day 2

Time/Duration	Activity	Office-in-Charge
8:00 – 9:00	Training Design of the Grade 6, Grade 10 Araling Panlipunan and SHS Teacher Training	BCD and BLD
9:00 – 9:45	Learning Resources	BLR
9:45 – 10:00	COFFEE BREAK	
10:00 – 11:00	Training Standards and Terms of Reference (TOR) of the Regional/Division Training	NEAP

	Teams	
11:00 – 12:00	Teacher Training Procurement and Financial Matters	Procurement Service Finance Service
12:00 – 1:00	LUNCH BREAK	
1:00 – 5:00	Workshop Mechanics Workshop on the preparation of RTIP and DTIP (Break out session)	TECS Groups

Day 3

Time Duration	Activity	Person-in-Charge
8:00 – 11:00	Presentation and Critiquing of Output	Groups
11:00 – 12:00	Agreements and Next Steps Closing Program	TEC, BLD, BCD, BLR and NEAP

**LIST OF PARTICIPANTS FOR THE ADMINISTRATIVE MEETING WITH
REGIONAL TRAINING TEAMS**

Luzon: Feb.6-8, 2017 Queen Margaret Hotel, Lucena City

VisMin: Feb. 27-March 1, 2017 Villa Amor Hotel, Koronadal City

LUZON CLUSTER

Office	Name of Participants	Total Number of Participants
Central Office		
OUCI	Undersecretary and EA	4
OUCI	Bureau Directors (BLD, BCD, BLR, NEAP)	4
OUCI	Training Management Team (BCD and BLD Specialists)	10
OUCI	QAME Management Team (NEAP)	4
Office of Procurement Service	Representative	1
OPS	Representative	1
TEC Secretariat	ED, EPS, AO, Admin Staff	5
Finance	Representative	1
Regional Offices (Luzon)	RD/ARD	8
	CLMD Chiefs	8
	HRDD Chiefs	8
	K to 12 Coordinators (For Elementary and SHS)	16
Division Offices (Luzon)	SDSs/ASDSs	106
	SGOD Chiefs	106
	TOTAL	282

**LIST OF PARTICIPANTS FOR THE ADMINISTRATIVE MEETING WITH
REGIONAL TRAINING TEAMS**

Luzon: Feb.6-8, 2017 Queen Margaret Hotel, Lucena City

VisMin: Feb. 27-March 1, 2017 Villa Amor Hotel, Koronadal City

VISMIN CLUSTER

Central Office		
OUCI	Undersecretary and EA	4
OUCI	Bureau Directors (BLD, BCD, BLR, NEAP)	4
OUCI	Training Management Team (BCD and BLD Specialists)	10
OUCI	QAME Management Team (NEAP)	4
Office of Procurement Service	Representative	1
OPS	Representative	1
T&C Secretariat	ED, EPS, AO, Admin Staff	5
Finance	Representative	1
Regional Offices (VisMin)	RD/ARD	10
	CLMD Chiefs	10
	HRDD Chiefs	10
	K to 12 Coordinators (For Elementary and SHS)	20
Division Offices (VisMin)	SDSs/ASDSs	113
	SGOD Chiefs	113
	TOTAL	306