DIVISION MEMORANDUM
NO.46, 2015

DIVISION MASS TRAINING FOR GRADE 4 TEACHERS ON THE K TO 12 BASIC EDUCATION PROGRAM (BEP)

TO: Chief-Curriculum Implementation Division (CID)
Chief-School Governance Operation Division (SGOD)
Education Program Supervisors
Division Coordinators
Public School District Supervisors
Elementary School Heads
All others concerned

1. Pursuant to Regional Memorandum No. 30, s. 2015 re: Grade 4 Training of Trainers (NTOT) and Mass Training of Teachers (MTOT) in line with the progressive implementation of the K to 12 Basic Education Program, this division will conduct the Mass Training for Grade 4 Teachers on May 15-21, 2015 by cluster at the following venues to be announced later.

2. The Training objectives are as follows:


   2.2. Equip teachers with the necessary knowledge, skills and attitude in the progressive implementation of the K to 12 Basic Education Program.

3. The participants must be in the designated venue at 6:00 o'clock in the morning on May 15 and to check-out at 12:00 nn on May 21, 2015.

4. Training costs, which cover board and lodging of the participants, shall be charged to the Human Resource Training and Development and Management (HRTD) Funds, while the travel expenses shall be charged to the School’s MOOE subject to the usual accounting and auditing rules and regulations.

5. Participants are entitled to seven-day service credits per DepEd Order No. 19, s. 2011. On the other hand trainers and Non-Teaching Staff will be given a two-day Compensatory Time-Off (CTO) per CSC and DBM Joint Circular No. 2, s. 2004.

6. The following reminders must be observed.

   6.1. The training is strictly LIVE-IN. No going home/out of the venue for the whole duration of the training except for a very important reason.

   6.2. Observe proper attire / dress code. Wearing of shorts, sando and slippers are not allowed in the training venues except for PE sessions wherein participants are required to wear sports attire.

   6.3. Be punctual in attending the sessions and observed Time on Task policy. Always report on time.

7. Attached is the list of trainers and participants by cluster.

8. For information, wide dissemination, and strict compliance.

NYMPHA D. GUEMO
Assistant Schools Division Superintendent
Office in-Charge

[Signature]
# LIST OF PARTICIPANTS by DISTRICT and CLUSTER

<table>
<thead>
<tr>
<th>CLUSTER</th>
<th>DISTRICT</th>
<th>NO. OF PARTICIPANTS</th>
<th>VENUE</th>
<th>In-Charge</th>
<th>SUPPORT STAFF</th>
</tr>
</thead>
</table>
| I       | Bagamanoc North & South
         | Bato East & Bato West | 69 pax | To be announced later | Juan Geromo
         | Dennis Gianan
         | Ma. Socorro Molod | Danilo A. Lim, Jr.
         | Kimberly Grace B. Crispino |
| II      | Caramoran North & South
         | Gigmoto District
         | Pandan East & West Districts | 69 pax | To be announced later | Jessie Icaranom
         | Lilibeth Tabuzo | Marites Habana
         | Amy R. Quiñones |
| III     | Panganiban District
         | San Andres East & West Districts
         | Viga East District | 63 pax | To be announced later | Marisol Lim
         | Reggie Cerdenia | Neil Bañares
         | Diane April A. Bodota |
| IV      | San Miguel North District
         | Viga West District
         | Virac South Districts | 63 pax | To be announced later | Frankie Turalde
         | Anatoly Raphael Arcilla | Jad Angelo Aquino
         | Margie May Sarmento |
| V       | Virac North District
         | San Miguel South District | 71 pax | To be announced later | Ruth Sorrera
         | Salve Templo
         | Soledad Gianan | Arjay A. Callos
         | Razen Mae B. Tivar |

List of Trainers who attended the NATIONAL TRAINING OF TRAINERS (NTOT) at UP-NISMED Dilliman Quezon City and Teacher’s Camp Baguio City

<table>
<thead>
<tr>
<th>Training Venue</th>
<th>Name of Trainers</th>
<th>Learning Area</th>
</tr>
</thead>
</table>
| UP-NISMED Dilliman Quezon City | Marisol Lim
         | Reggie Cerdenia | Math
         | Science |
| Teachers Camp Baguio City | Ruth Sorrera
         | Salve Templo
         | Soledad Gianan
         | Juan Geromo
         | Dennis Gianan
         | Ma. Socorro Molod
         | Frankie Turalde
         | Anatoly Raphael Arcilla
         | Jessie Icaranom
         | Lilibeth Tabuzo | English
         | Filipino
         | Filipino
         | ESP/ AP
         | ESP/ AP
         | AP/ ESP
         | MAPEH
         | MAPEH
         | EPP
         | EPP |

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