



Republic of the Philippines
Department of Education
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29719

Undersecretary for Programs and Projects

Memorandum

TO : Bureau Directors
 Regional Directors
 Schools Division/City Superintendents
 Concerned Teacher Education Institutions (TEIs)
BSU, UB, URS, DLSU, UPLB, SLSU, MSEMF, PNU-Lopez

FROM : **DINA S. OCAMPO**
 Undersecretary for Programs and Projects

SUBJECT : **Administrative Meeting Cum Workshop on the Capacity Building of Grades 3 and 9 Teachers on the Implementation of K to 12 Basic Education Program**

DATE : January 28, 2014

1. The Department of Education (DepEd) with the Teacher Education Council (TEC) will conduct an **Administrative Meeting Cum Workshop on the Capacity Building of Grades 3 and 9 Teachers on the Implementation of K to 12 Basic Education Program** on the following dates and venues.

Cluster	Date	Venue
Luzon	February 25-26, 2014	Teachers Camp, Baguio City
Visayas and Mindanao	February 11-12, 2014	Fortuna Hotel, Borromeo St., Cebu City

2. The meeting cum workshop aims to
- Disseminate latest information and updates on the K to 12 specifically the Senior High School Curriculum of the Department of Education;
 - Discuss challenges of the implementation of K to 12 among Teacher Education Institutions (TEIs); and
 - Discuss mechanics of the implementation of Grades 3 and 9 teachers training and come up with an Action Plan.
3. The participants to this activity are as follows:
- DepEd Officials;
 - Regional Director (RDs) / Asst. Regional Directors (ARDs);
 - Chief and Regional Training and Development Division;
 - Schools Div. Superintendents (SDS) / Asst. Schools Div. Superintendents (ASDS);

e. Training Teams (three per team) of the COEs, CODs and COTs for Teacher Education the TEL-Service Provider composed of the following:

- VP for Finance
- VP for Academic Affairs
- Dean of the College of Education / Training Director

f. Curriculum Specialists from BEE and BSE

4. Regional Staff are requested to bring their laptops and their latest names / data on the number of teachers for Grades 3 and 9
5. All expenses relative to board and lodging of the participants including supplies and materials, professional fees of resource persons, traveling expenses of resource persons and training staff shall be charged against the MOOE Funds, while the traveling expenses of Depled regional participants and TELs shall be charged against their local funds subject to the usual accounting and auditing rules and regulations.
6. For more inquiries and confirmation, all concerned may get in touch with Dr. Beatriz G. Torno, Executive Director II, TEC and concurrent OIC-ARD, DepEd CALABARZON or Ms. Marian R. Andote, TEC Secretariat at telephone no.: (02) 638-6170 or telefax no.: (02) 638-6172
7. Immediate dissemination of this Memorandum is desired.

Received: Joseph
4633
2/6/14



Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION IV-A CALABARZON



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NEEDED NUMBER OF TRAINERS PER LEARNING AREA PER TEI

TEI's	English	Filipino	Science	Mathematics	AP	EsP	TLE	MAPEH
BSU	1	1	1	1	1	1	1	1
UB	3	3	3	3	3	2	3	2
URS	4	3	4	4	3	2	4	3
DLSU	3	3	4	3	3	3	5	3
UPLB	4	3	4	4	3	2	5	3
SLSU	1	1	1	1	1	1	1	1
Enverga	3	3	3	3	2	1	3	3
PNU	1	-	1	1	1	1	1	1
Total	20	18	21	20	17	13	23	17

Note: Please submit the list of names of your trainers per learning area. Refer to the number of trainers above.

The qualifications of trainers are as follows:

1. Must not be older than 50 years old
2. Must have taught the learning area for the past 5 years
3. Must be a major/ minor in the learning area
4. Must have good communication skills
5. Must be a holder of professional teacher license
6. Must come from the secondary schools
(Master Teacher/ School Head/ Department Head)
7. Please submit said report not later than Monday (February 17, 2014) through email at td_calabarzon@yahoo.com using the format below:

Learning Area: _____ TEI: _____

Name of Teacher	Age	Position/ Title	School/ Office

Source:

Unnumbered MEMO to all Regional Directors, dated January 27, 2014.