



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

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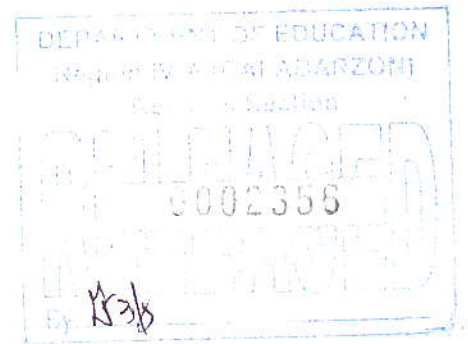
MEMORANDUM

To : **ALL SCHOOLS DIVISION SUPERINTENDENTS
Regional/Division Non-teaching Personnel**

From : **DIOSDADO M. SAN ANTONIO**
Director IV

Subject : **CRITIQUING, EDITING AND VALIDATION OF TRAINING BRIEF AND
MODULES DEVELOPED AS A RESULT OF THE WRITESHOP ON NEEDS-
BASED CAPACITY BUILDING PROGRAM FOR CALABARZON'S
FACILITATORS**

Date : February 19, 2014



To effectively realize the Needs-Based Capacity Building Programs stipulated in the Region IV-A strategic actions for SY 2013-2014, a 2-day Critiquing, editing and validation of the training brief and modules developed as a result of the writeshop on needs-based capacity building program for CALABARZON'S facilitators will be held on March 24-25, 2014 at NEAP Training Center, Malvar, Batangas.

The said activity aims the participants to :

1. Critique, edit and validate the training brief and modules developed during the Writeshop on needs-based capacity building program for CALABARZON'S facilitators on the following:
 - a. Content and Pedagogy focus on least mastered competencies in all learning area of E-BEC;
 - b. Alternative Dispute Resolution;
 - c. ICT Competency Enhancement; and
 - d. Succession Planning and Professional Development Programming
 - e. Instructional leadership course;
 - f. Basic Training Management Course and Facilitation Skills (BTMC-FS)
 - g. English Proficiency and Process Skills
 - h. Simplified Accounting Procedures, Reporting and Recording ; and
 - i. QATAME
2. Finalize training modules on the identified topics.

Received: Joseph
3/13/14
4720

The participants to this activity are the writers who have attended the Writeshop On The Development Of Training Brief and Modules On Needs-Based Capacity Building Programs for Calabarzon's Facilitators on February 3-6, 10-11, 2014 identified as follows:

Content and Pedagogy focus on least mastered competencies in all learning area of E-BEC	<ol style="list-style-type: none"> 1. Cherrylyn Taleon- English 2. Andrea A. Angeles - English 3. Elvira Conese – Science 4. Arlene Tayona – Biology 5. Severa Salamat - Math 6. Dona A. Salvan-Math 7. Rosemarie C. Blando – AP 8. Merlinda Ella-AP 9. Fragilyn B. Rafael-Filipino 10. Jeanette SL San Jose-Filipino 11. Jennifer E. Lopez 12. Dominador Villafria 13. Agnes G. Rolle 	<p>Sta. Rosa City Imus City Rizal Antipolo City Santa Rosa City Laguna Rizal Laguna Dasmariñas City Rizal Regional Office Regional Office Regional Office</p>
Alternative Dispute Resolution	<ol style="list-style-type: none"> 14. Reodica Camacho 15. Herman Catapang 16. Elizabeth Ocampo 17. Joel B. Lubis 18. Elizabeth De Villa 19. Anicia J. Villaruel 20. Atty. Ariz Delson Cawilan 	<p>Laguna Batangas City Bacoor City Batangas Province Quezon Lucena City Regional Office</p>
ICT Competency Enhancement	<ol style="list-style-type: none"> 21. Dr Elias A. Alicaya, Jr. 22. Marigen Leosala 23. Gregorio Mueco 24. Priscilla V. Salo 25. Epifania Carandang 	<p>Cavite Province Sta. Rosa City Tanauan City Antipolo City Lucena City</p>
Succession Planning and Professional Development Programming	<ol style="list-style-type: none"> 26. Celedonio Balderas 27. Edenia O. Libranda 28. Luz E. Osmeña 	<p>OIC-ASDS-Quezon Regional Office Regional Office</p>
Instructional Leadership Course	<ol style="list-style-type: none"> 29. Leonora M. Medina 30. Philip Immanuel Ilagan 	<p>Bacoor City San Pablo City</p>
Basic Training Management and Oral Presentation and Facilitation Skills (BTMOPFS)	<ol style="list-style-type: none"> 31. Marian Arias 32. Leylanie V. Adao 33. Angelina Castillo 34. Godofredo Mercado 35. Albert T. Saul 	<p>Batangas Province Dasmariñas City Quezon Laguna San Pablo City</p>
English Proficiency and Process Skills	<ol style="list-style-type: none"> 36. Gemma Cortez 37. Cristina Salazar 38. Marietta Perez 39. Dolores J. Agong 	<p>Dasmariñas City Antipolo City Batangas City Antipolo City</p>
Simplified Accounting Procedures, Reporting and Recording	<ol style="list-style-type: none"> 40. Gerlie Ilagan 41. Edith Zapanta 	<p>Quezon Cavite Province</p>
QATAME	<ol style="list-style-type: none"> 42. Minerva Caraos 43. Anacleta Cabigao 	<p>Lipa City Tanauan City</p>

The participants are requested to be in the venue on March 24, 2014 at 7:00 am. The opening program will commence at 8:30 AM. The first meal to be served is breakfast of Day 1 and the last meal will be PM snacks of the last scheduled day. They are also requested to bring laptops and the hard copy of their training brief and modules.

Transportation expenses of the participants relative to this activity is chargeable against local funds while board and lodging, supplies, honoraria of resource persons and other incidental expenses shall be charged against regional funds subject to the usual COA auditing rules and regulations.

Immediate dissemination of this Memorandum to all concerned is earnestly desired.

T&D/nls