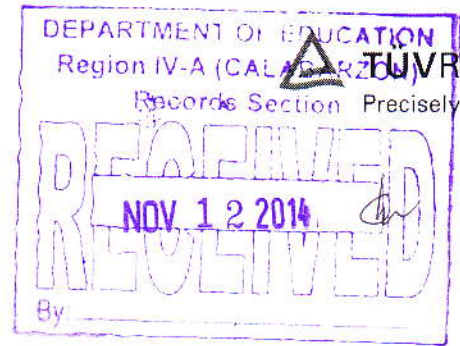


12 November 2014



TUV Rheinland®

Dr. Diosdado M. Antonio
Director IV
Department of Education – Region IVA
Karangalan ES, Karangalan Village
Cainta, Rizal

Dear Dir. Antonio:

Greetings!

As part of TUV Rheinland Philippines Academy's prime goal that is to help the learning institutions in the Philippines cope with the transition period of the **Kto12 Basic Education Program** through raising their awareness on the rudiments and updates of the said program, we are hoping to organize again a **three-day seminar workshop** that aims to emphasize the **roles and responsibilities of school heads and principals** as key players in the effective & efficient planning, implementation and evaluation of Kto12 Basic Education Program on **December 10-12, 2014, 9am-4pm** at our **Makati Office**.

Entitled "**A SEMINAR WORKSHOP ON THE ROLES & RESPONSIBILITIES OF SCHOOL HEADS AND PRINCIPALS IN THE IMPLEMENTATION OF KTO12 BASIC EDUCATION PROGRAM**", this public seminar-workshop aims to cover the clear-cut **roles and responsibilities of the School Heads & Principals** in the following **Kto12 Basic Education Program domains**:

- Updates on implementing rules and regulations (IRR) of **RA 10533**, or the **K-12 law** and **RA 10157** or the **Universal Kindergarten Act**
- **Current Issues** and **Frequently Asked Questions (FAQs)** about the **Implementation** of the said Program.
- **Senior High School Program: Tracks, Strands, Curriculum Updates & Pedagogy**
- **Rating & Assessment of Learning Outcomes & Learning Intervention Strategies**
- **Monitoring, Evaluation and Preparation of Session Plans**

In this connection, we are inviting **Ms. Elizabeth V. Meneses, Ms. Jennifer F. Vivas** of **DepEd-National Capital Region**, and **Dr. Maria Teresa A. Namoro** of **DepEd-Division of City Schools of Makati**, to be our **resource persons and facilitators** for the seminar workshop sessions. It is our belief that they are well-equipped to provide the necessary information and guidance to the attendees of the seminar workshop through their experience and training.

We also hope to earn the **support and endorsement** of the **Department of Education – CALABARZON (4A)** to the schools under its oversight through the **issuance of Advisory** concerning the said seminar-workshop for the

To: SDSs
For your information
& appropriate action, please.
Thank you!
12 Nov 2014

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Philippines Inc.

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Received: Joseph
11-12-14
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information of DepEd officials and personnel/staff as well as the concerned public of the Region.



The seminar workshop will be of most value to **school heads, principals, academic administrators** and/or **curriculum managers** particularly in **basic education, tertiary education and training centers**. Only up to **thirty-five (35) participants** will be part of the seminar workshop, to maximize the effectiveness of the seminar workshop.

A SEMINAR WORKSHOP ON THE ROLES & RESPONSIBILITIES OF SCHOOL HEADS AND PRINCIPALS IN THE IMPLEMENTATION OF KTO12 BASIC EDUCATION PROGRAM: SCHEDULE AND DETAILS

It is slated to be held on **December 10-12, 2014**, at the **Quality Room, TÜV Rheinland Philippines Makati Offices**, from **9:00 am to 4:00 pm**.

You may find a **schedule of activities** and a **registration form** attached in this letter.

Investment cost: PhP 6,720 inclusive of 12% VAT per participant. **Four confirmed participants get them an additional slot free (4+1)**. To avail of the **4+1 promo**, confirmation must be done **on or before December 5, 2014**.

If the **participant confirms** on or **before December 5**, he/she will get a **PhP 1,000 off at PhP 5,600 per participant**.

Seminar payment includes **seminar-workshop materials, snacks, lunch, and refreshments throughout the three-day seminar workshop**.

Payment of seminar fee may be sourced from **private individuals or available school funds**.

We look forward to continuing the good work we have begun, and promoting quality measures on **roles and responsibilities of School Heads and Principals in the smooth planning, monitoring and assessment of the Kto12 Basic Education Program**. In the light of these initiatives, it is our optimism to make such transition easier and smoother for all.

You may contact me at **02 812 8887, 09192034898 & 09055761962** or via email at **ronaldo.daracan@tuv.com**, for any questions, concerns, or feedback. We would be glad to answer any questions, or to offer any assistance you may require.

It is hoped that this letter would merit your favorable response concerning the above-cited matters.

TÜV Rheinland
Philippines Inc.

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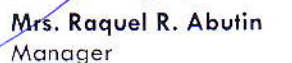
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Yours sincerely,



Mr. Ron L. Daracan
Curriculum Development Officer
Marketing Officer
Trainer
Academy Services, TÜV Rheinland Philippines



Mrs. Raquel R. Abutin
Manager
Academy Services, TÜV Rheinland Philippines

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A Seminar Workshop on the Roles & Responsibilities of School Heads and Principals in the Implementation of Kto12 Basic Education Program

December 10-12, 2014, 9:00am-4:00pm
 The Quality Room, TÜV Rheinland Philippines Offices
 Makati City

DAY 1: 10 December 2014 Topics: Legal Aspects, Current Issues & FAQs of Kto12 & Supervisory Skills in the 21 st Century Resource Person: Elizabeth V. Meneses		DAY 2: 11 December 2014 Topics: The Senior High School Program (Tracks and their Strands: Content & Pedagogy; Roles and Responsibilities of the School Heads & Principals in the said Program) Resource Person: Jennifer F. Vivas		DAY 3: 12 December 2014 Topics: Kto12 BEP Rating & Assessment of Learning Outcomes and the Roles of School Heads & Principals in the Kto12 Monitoring, Evaluation and Session Plan Preparation Resource Person: Maria Teresa A. Namoro	
08:00 am - 08:30 am	Registration	08:00 am - 08:30 am	Registration	08:00 am - 08:30 am	Registration
09:00 am - 09:30 am	Needs Assessment/Briefing Opening Ceremony Opening Prayer Philippine National Anthem Welcome Remarks	09:00 am - 09:30 am	Icebreaker Synthesis	09:00 am - 09:30 am	Icebreaker Synthesis
09:30 am - 10:30 am	Seminar Topic 1: <ul style="list-style-type: none"> RA 10533- IRR of the Enhanced Basic Education Act of 2013 K to 12 Updates and Rationale/Background 	09:30 am - 10:30 am	Seminar Topic 1: The Senior High School Tracks & Strands <ul style="list-style-type: none"> Academic Tech-Voc-Livelihood Sports Arts & Design 	09:30 am - 10:30 am	Seminar Topic 1 : Updates on Kto12 Basic Education Program Rating and Assessment
10:30 am - 10:40 am	Coffee Break	10:30 am - 10:40 am	Coffee Break	10:30 am - 10:40 am	Coffee Break
10:40 am - 11:40 am	Seminar Topic 2: <ul style="list-style-type: none"> RA 10157- The Kindergarten Education Act Kindergarten Program Updates 	10:40 am - 11:40 am	Seminar Topic 2: SHS Curriculum Content and Learning Competencies	10:40 am - 11:40 am	Seminar Topic 2: Intervention Strategies based on the Kto12 Rating and Assessment of Learning Outcomes
11:40 am - 12:00 nn	Q&A/Open Forum 1	11:40 am - 12:00 nn	Q&A/Open Forum 1	11:40 am - 12:00 nn	Q&A/Open Forum 1
12:00 nn - 01:00 pm	Lunch	12:00 nn - 01:00 pm	Lunch	12:00 nn - 01:00 pm	Lunch
01:00 pm - 02:00 pm	Seminar Topic 3 The Kto12 Basic Education Program: Current Issues and Frequently Asked Questions (FAQs)	01:00 pm - 02:00 pm	Seminar Topic 3: SHS Teaching Approaches, Methods & Techniques	01:00 pm - 02:00 pm	Seminar Topic 3: Roles and Responsibilities of the School Heads & Principals in the Monitoring & Evaluation of Kto12 Basic Education Program
02:00 pm - 02:10 pm	Academic Exchange/Open Forum 2	02:00 pm - 02:10 pm	Academic Exchange/Open Forum 2	02:00 pm - 02:10 pm	Academic Exchange/Open Forum 2
02:10 pm - 03:00 pm	Seminar Topic 4 Supervisory Skills in the 21st Century	02:10 pm - 03:00 pm	Seminar Topic 4: The Roles and Responsibilities of the Schools Heads and Principals in SHS Program Application & Implementation	02:10 pm - 03:10 pm	Seminar Topic 4: Roles and Responsibilities of the School Heads & Principals in the Preparation of K12 BEP Session Plans
03:00 pm - 03:15 pm	Coffee Break	03:00pm - 03:15 pm	Coffee Break	03:00 pm - 03:15 pm	Coffee Break
03:15 pm - 04:00 pm	WORKSHOP	03:15 pm - 04:00 pm	WORKSHOP	03:15 pm - 04:00 pm	WORKSHOP
04:00pm	End of Day 1	4:00pm	End of Day 2	4:00pm	End of Day 3

A SEMINAR WORKSHOP ON THE ROLES & RESPONSIBILITIES OF SCHOOL HEADS AND PRINCIPALS IN THE IMPLEMENTATION OF KTO12 BASIC EDUCATION PROGRAM

December 10-12, 2014

Participant Information (Please print)

Mr. / Ms. / Mrs. / Dr. / Atty. _____
 (Please choose one) (Family Name, Given Name)

Designation & Institution: _____

School/Institution Address: _____

Contact Numbers: _____ (Mobile) E-mail address: _____
 _____ (Office) _____

Nickname/Name on Badge: _____

Special needs: _____

(Please indicate any specific allergies to food, nutritional considerations, or accessibility requirements.)

Seminar workshop particulars, rates, and payment options

Seminar workshop dates:

9am-4pm

December 10-12, 2014

Seminar workshop venue:

TÜV Rheinland Philippines
 Makati Offices
 G/F La Fuerza Building 2
 2241 Don Chino Roces Avenue
 Makati City 1231

Regular/Onsite Rates	PhP 6,720.00
Special Limited Offer (Confirm on/before December 5, 2014)	GET PhP 1,000++ OFF!
4 + 1 Promo (PhP 6,720 x 4)	Every four (4) confirmations gets you one (1) additional

Rates are inclusive of 12% Value-Added Tax. Promotional rates can be availed only when a confirmation is fully paid on or before the date indicated. Payments may be made in cash, check, or thru bank deposit. Registration fee includes lunch and snacks, coffee/tea, forum materials, and Portable Document Format (PDF) copies of the presentations in DVD media. Substitutions or name changes can be until 24 hours before the first day of the seminar workshop schedule. Full refunds will be given for cancellations received five (5) working days before the first day. Cancellations made less than five (5) working days before the first day will be subject to a 50% service charge.