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Undersecretary for Programs and Projects

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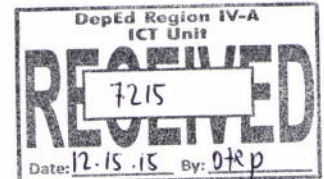
MEMORANDUM
 DM-CI-2015-0029

FOR : REGIONAL SECRETARY- ARMM
 REGIONAL DIRECTORS

FROM :  DINA S. OCAMPO
 Undersecretary for Programs and Projects

SUBJECT : Change of Schedule and Details of the Grade 5 National
 Training of Trainers (NTOT)

DATE : December 1, 2015



In connection with DepEd Memorandum No. 133, s. 2015 entitled "Grade 5 National Training of Trainers (NTOT) and Mass Training of Teachers (MTOT) for the K to 12 Basic Education Program," the training for Luzon Cluster is rescheduled from January 3-9, 2016 to **January 10-16, 2016** at Baguio Teachers' Camp (BTC), Baguio City.

To facilitate the smooth flow of the training activities, participants are reminded of the following:

- Check-in and claims for reimbursements
 - Participants are expected to be at the venue on January 10, 2016, however, the first meal to be served will be lunch and check-in time is at 2:00 p.m. on the said date.
 - Complete travel documents (duly accomplished itinerary of travel, travel authority, receipts, etc.) must be submitted to the focal person per learning area for processing.
- Materials/Equipment needed for the NTOT

Science and Edukasyong Pantahanan at Pangkabuhayan (EPP) participants are requested to bring the following:



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Science Materials/Equipment	
small hammer	hacksaw with 32 TPI blade
pliers	screwdrivers (+, -)
scissors	office cutter
ruler	2 empty softdrink cans

EPP – Industrial Arts Materials/Equipment			
Kagamitang Pangkahoy	Kagamitang Pangmetal	Kagamitang Pang-elektrisidad	Kagamitang Panukat at Pansubok
1 martilyo	1 adjustable wrench	1 plais	1 metro
1 cross cut saw	1 hacksaw	1 long nose	1 level bar
1 katam	1 gunting sa yero	2 screw driver	1 tri-square
1 paet	1 ballpeen hammer	1 side cutter	1 hulog (plumb bob)
1 malyete	1 pangrematse o riveter	1 wire stripper	1 zigzag ruler
5 pcs. 2"x2"x3" finishing nail	bala ng riveter		
common nail	1 cold chisel		
1 c-clamp	1 vise grip		

For **EPP – ICT**, participants are likewise reminded to bring their own laptop and pocket WiFi or WiFi Stick.

The CLMD Chiefs and Division K to 12 Coordinators or School Governance and Operations Division (SGOD) Chiefs are requested to join the NTOT on the last day of the training to plan the conduct of the MTOT. They are expected to be at the venue on the date/s specified below:

Planning for the MTOT with CLMD and SGOD Chiefs		
CLUSTER	VENUE	ARRIVAL DATE
Luzon Cluster	BTC, Baguio City	January 15, 2016
Visayas Cluster	ECOTECH Center,	February 12, 2016
Mindanao Cluster	Lahug, Cebu City	February 19, 2016

For inquiries, all concerned may contact the Bureau of Elementary Education (BEE) at tel. nos. (02)687-2948 or 687-2948 or email address: bee.sdd.2013@gmail.com.

For immediate dissemination and strict compliance.