



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
GATE 2, KARANGALAN VILLAGE
1900 CAINTA, RIZAL



6 September 2021

Regional Memorandum

SUBMISSION OF NOTES TO THE TEACHERS FOR QUARTERS 1 AND 2

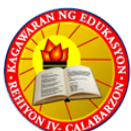
To **Schools Division Superintendents**
(Batangas City, Batangas Province, Cavite City, Cavite Province, Lucena City, Quezon, Rizal)

1. Relative to DM-CI-2021-00362 and RM No. 393 s. 2021, this Office through the Curriculum and Learning Management Division (CLMD) informs the participants, RTWG/facilitators, and members of the management team of the Regional Online Workshop on the Enhancement of the Instructional Delivery Through Self-Learning Modules conducted last August 23-25, 2021 on the dates of submission of the Notes to the Teachers for the enhanced self-learning modules (SLMs) developed by the region:

DATE	QUARTER	WEEK
September 7	1	Weeks 1 and 2
September 14	1	Weeks 3, 4 and 5
September 21	1	Weeks 6, 7 and 8
September 28	2	Weeks 1, 2 and 3
October 5	2	Weeks 4, 5 and 6
October 13	2	Weeks 7 and 8

2. The following identified personnel are also included as additional participants in this activity:

LEARNING AREA	NAME	SDO	ROLE/TASK
Komunikasyon at Pananaliksik sa Wika at Kulturang Pilipino	Elisa N. Lajera	Cavite City	Management Team Member
Komunikasyon at Pananaliksik sa Wika at Kulturang Pilipino	Maria Joy N. Elvira	Cavite City	Participant
Komunikasyon at Pananaliksik sa Wika at Kulturang Pilipino	Princess R. Penueco	Cavite City	Participant
Komunikasyon at Pananaliksik sa Wika at	Glaiza B. Dela Peña	Cavite City	Participant



"EXCELLENCE is a CULTURE and QUALITY is a COMMITMENT"

Trunkline: 02-8682-5773/8684-4914/8647-7487

Website: depedcalabarzon.ph

Document Inquiry : <https://r4a-teadoc.com/inquire>

Facebook: DepEd R-4A Calabarzon

Kulturang Pilipino			
Komunikasyon at Pananaliksik sa Wika at Kulturang Pilipino	Kris H. Herrera	Cavite City	Participant
Komunikasyon at Pananaliksik sa Wika at Kulturang Pilipino	Neneth P. Erni	Cavite Province	Participant
Physical Education and Health 11 (HOPE 1)	Judith F. Eullaran	Rizal	Facilitator
Earth and Life Science	Wilma A. Aguspina	Batangas Province	Participant
Earth and Life Science	Vivian A. Novales	Batangas Province	Participant

3. Teacher-participants involved in this activity are entitled to service credits for their services rendered but not to exceed 15 days per year in accordance with DepEd Order No. 53. S. 2003. On the other hand, non-teaching personnel including the management team shall be provided with Compensatory Time Off (CTO) for their services during weekends and holidays as per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered. The giving of the said service credits/compensatory time off shall depend on the number of Notes to the Teacher developed. The management team shall prepare the attendance sheet for the team members to record their actual time rendered for this activity.
4. For inquiries, please contact **ELAINE T. BALAOGAN**, regional ADM focal person of the Curriculum and Learning Management Division through (02) 8682-5773 or (02) 8647-7487 local 420/elaine.balaogan@deped.gov.ph
5. Immediate dissemination of this Memorandum is desired.


FRANCIS CESAR B. BRINGAS
 Regional Director 