



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON



18 August 2023

**Unnumbered Memorandum**

**MONITORING OF THE DIVISION ROLLOUT OF HIGHER ORDER THINKING SKILLS PROFESSIONAL LEARNING PACKAGES (HOTS-PLPs) FOR GRADES 9-10 ENGLISH, MATHEMATICS, AND SCIENCE TEACHERS**

To: **Schools Division Superintendents**

(Antipolo City, Bacoor City, Cabuyao City, Cavite City, Cavite Province, Dasmariñas City, Laguna, Lucena, Rizal, Quezon, San Pedro City, Tanauan City, Tayabas City)

1. With reference to DM-OUHROD-2023-0581 titled *List of Priority Professional Development (PD) Programs for Teachers and School Leaders with Activities to be charged against HRD Funds in the Regional Office and Schools Division Offices*, select Schools Division Offices will conduct the rollout of the Higher Order Thinking Skills Professional Learning Packages (HOTS-PLPs) for Grades 9-10 English, Mathematics, and Science Teachers from August 21 to 26, 2023.
2. Anent this, this Office, through the Human Resource Development Division-National Educators Academy of the Philippines in the Region (HRDD-NEAP R) in collaboration with Curriculum Learning and Management Division (CLMD), will conduct monitoring of the rollout of the said program to:
  - a. monitor the rollout of HOTS-PLPs for Grades 9 and 10 English, Mathematics, and Science Teachers;
  - b. ensure that the quality standards for program delivery are achieved; and
  - c. provide technical assistance to the Division Program Management Team on the effective rollout of the program.
3. The Regional Monitoring Team is composed of Chief Education Supervisor, Education Program Supervisors, Senior Education Program Specialist, and Education Program Specialists from HRDD-NEAP R. As monitors, they are



**Address:** Gate 2, Karangalan Village, Cainta, Rizal  
**Telephone Nos.:** 02-8682-5773/8684-4914/8647-7487  
**Email Address:** region4a@deped.gov.ph  
**Website:** depedcalabarzon.ph

expected to perform roles and responsibilities that will ensure quality program delivery. Attached are the Terms of Reference.

4. The Regional Monitors shall comply with Republic Act 6713 or the *Code of Conduct and Ethical Standards for Public Officials and Employees*, specifically Section 7d which states “Public officials and employees shall not solicit or accept, directly or indirectly, any gift, gratuity, favor, entertainment, loan or anything of monetary value from any person in the course of their official duties or in connection with any operation being regulated by, or any transaction which may be affected by the functions of their office”.
5. Attached also are the List of Assigned Regional Monitors and the Monitoring Tool.
6. Travel expenses and other expenses of Regional Monitors relative to the conduct of the said activity shall be charged against the Regional Fund subject to the usual accounting and auditing rules and regulations.
7. For more information, kindly coordinate with **Dr. Eduarda M. Zapanta**, Chief Education Supervisor-HRDD, through email at [eduarda.zapanta@deped.gov.ph](mailto:eduarda.zapanta@deped.gov.ph) or **Mr. Bryan A. Pobe**, Education Program Supervisor, through [hrd.calabarzon@deped.gov.ph](mailto:hrd.calabarzon@deped.gov.ph).
8. For guidance and information of all concerned.

**ATTY. ALBERTO T. ESCOBARTE, CESO II**  
Regional Director *smg* *b*

cc: 06/ROH5/ROH1

## Attachment: List of Assigned Regional Monitors

**MONITORING OF THE DIVISION ROLLOUT OF HIGHER ORDER THINKING SKILLS PROFESSIONAL LEARNING PACKAGES (HOTS-PLPs) FOR GRADE 9-10 ENGLISH, MATHEMATICS, AND SCIENCE TEACHERS**

<b>SDO</b>	<b>Implementation Dates</b>	<b>Venue</b>	<b>Assigned Monitor</b>	<b>Date/s of Monitoring</b>
Laguna	August 22-24, 2023	Science Cluster 1- Paete ES Cluster 2-Pangil ES Cluster 3- Siniloan ES  Math Cluster 1- Pila ES Cluster 2- Pedro GMNHS Cluster 3- Santa Cruz ES  English Cluster 1- Ananias Layco MES, Magdalena Cluster 2- FBMS, Pagsanjan Cluster 3- Lumban Central School	<b>Glenda E. Dela Torre</b> <i>Education Program Specialist II</i>	August 23-24, 2023
Antipolo City	August 22-25, 2023	Amazing View Mountain Resort, Mabitac Laguna		August 25, 2023
Lucena City	August 22-25, 2023	St. Jude Multi-Purpose Cooperative, Tayabas City	<b>Maricris R. Tadioan</b> <i>Education Program Specialist II</i>	August 25, 2023
Quezon	August 22-26, 2023	M.I. Sevilla Hotel and Resort, Lucena City		August 23, 2023
Tayabas City	August 22-25, 2023	Dalampasigan Beach Resort, Quezon		August 24, 2023
Rizal	August 21-25, 2023	Great Eastern Hotel, Quezon City	<b>Mark Anthony R. Malonzo</b> <i>Senior Education Program Specialist</i>	August 24, 2023
Cavite City	August 22-25, 2023	Sequoia Hotel, Manila	<b>Bryan A. Pobe</b> <i>Education Program Supervisor</i>	August 23, 2023

<b>SDO</b>	<b>Implementation Dates</b>	<b>Venue</b>	<b>Assigned Monitor</b>	<b>Date/s of Monitoring</b>
Tanauan City	August 22-25, 2023	Leonida's Resort & Restaurant, Talisay, Batangas	<b>Nadina G. Gaton</b> <i>Education Program Supervisor</i>	August 24, 2023
Cavite Province	August 22-25, 2023	Tanza Oasis Hotel and Resort	<b>Jonalyn B. Pattalitan</b> <i>Education Program Specialist II</i>	August 22, 2023
Imus City	August 22-25, 2023	Tanza Oasis Hotel and Resort		August 23, 2023
San Pedro City	August 22-25, 2023	The Bayleaf Hotel General Trias, Cavite		August 24, 2023
Dasmariñas City	August 22-25, 2023	Fynne Hotel, Bacoor City		August 25, 2023
Cabuyao City	August 21-25, 2023	White Woods, Silang, Cavite	<b>Jisela N. Ulpina</b> <i>Education Program Supervisor</i>	August 23, 2023
Bacoor City	August 22-25, 2023	Tagaytay Country Hotel, Tagaytay		August 24-25, 2023

*Attachment: Terms of Reference*

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**Terms of Reference**

The assigned Regional Monitors shall perform the following responsibilities:

- Monitor the implementation of the PD program taking into account the criteria/indicators that ensure quality program delivery;
- Provide technical assistance to the Division Program Management Team (PMT) on the effective implementation of the recognized PD program;
- Attend debriefing sessions with the Division PMT;
- Must be present on the assigned day/s of the monitoring; and
- Submit monitoring report to the program focal person for consolidation and presentation to the top management.