



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



DEPARTMENT OF EDUCATION
RECORDS SECTION REGIONAL
CLMD-URM-2023-204

18 November 2023

By: *[Signature]* Date: *11/22/23*

Unnumbered Memorandum

**PARTICIPATION IN THE CAPACITY BUILDING OF TRAINERS
ON UPSKILLING ENGLISH TEACHERS IN LANGUAGE
INSTRUCTION (LUZON CLUSTER)**

To **Schools Division Superintendents**

(Lipa City, Cavite Province, General Trias City, Cavite City, Bacoor City,
Laguna, Binan City, Santa Rosa City, Tanauan City, Sto. Tomas City,
Rizal, Antipolo City, Quezon Province, and Tayabas City)

1. Relative to DM-CT-2023-387, with the commitment of the Department of Education (DepEd) outlined in the MATATAG Agenda to give support to teachers to teach better, the Office of the Undersecretary for Curriculum and Teaching (OUCT), through the Bureau of Learning Delivery (BLD), will conduct the Capacity Building of Trainers on Upskilling English Teachers in Language Instruction (Luzon Cluster) on November 21 – 24, 2023 at Subic Grand Seas Resort, Olongapo City.
2. The activity aims to facilitate high-quality professional learning opportunities to ensure that English teachers are not only competent in teaching the standards but also proficient users of the target language and to devise teaching strategies and techniques that develop learners' communicative language competence.
3. Enclosure 1 presents the participants in this activity. They shall register at this link: https://tinyurl.com/LearningDehttps://bit.ly/REG_NTOT-UPSILLING_ENG on or before November 16, 2023.
4. Participants are expected to arrive at the venue on November 21 before the program commences at 8:00 AM. The first meal to be served is breakfast on day 1 and the last meal is PM snacks on November 24. Please refer to the Annex of DM-CT-2023-387 for the Indicative Program of Activities.
5. The board, lodging and travel expenses of the participants shall be charged against the 2023 BEC funds, subject to the usual government accounting and auditing rules and regulations. Participants are encouraged to avail the most economical means of transportation in going to and from the venue. Hiring vehicles is strictly prohibited per accounting rules and regulations.
6. Please see DM-CT-2023-312 for the program of activities and other details for reference.





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7. Compensatory Time-Off (CTO) is requested to be granted in lieu of the workshop days that will all on holidays in accordance with DepEd Order No. 53, s. 2003, Updated Guidelines on Grant of Vacation Service Credits to Teachers, and CSC-DBM Joint Circular No. 2, s. 2015, Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees, respectively.
8. For any inquiry or concern, please contact the BLD-TLD, through Ms. Rosalie E. Bongon, Supervising Education Program Specialist, at email address rosalie.bongon@deped.gov.ph.
9. Immediate dissemination of this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
 Regional Director

cc: clmd/ROC6



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

Enclosure 1 - List of Participants

FACILITATORS

Cluster	SDO	Name	Position
BATANGAS	Lipa City	Allan Tipan	EPS
CAVITE	Cavite Province	Wenifreda S. Diquit	EPS

PARTICIPANTS

Cluster	SDO	Name	Position
CAVITE	General Trias City	Ma. Glecita C. Columna	EPS
	Cavite City	Ferdinand T. Callueng	EPS
	Bacoor City	Julieta R. De Jesus	EPS
LAGUNA	Laguna	Gisela I. Pingad	PSDS
	Binan City	Leslie V. Denosta	EPS
	Santa Rosa City	Cherrilyn T. Nabor	EPS
BATANGAS	Tanauan City	Victoria B. Burgos	EPS
	Sto. Tomas City	Louiegrace G. Margallo	EPS
RIZAL	Rizal	Nedia E. Lagustan	EPS
	Antipolo City	Gayle J. Malibiran	EPS
QUEZON	Quezon Province	Abner L. Pureza	EPS
	Tayabas City	Luzviminda Cynthia Richelle F. Quintero	EPS



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Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

MEMORANDUM
 DM-CT-2023-447

TO: **TOLENTINO G. AQUINO**
 Regional Director, Region I

BENJAMIN D. PARAGAS
 Regional Director, Region II

MAY B. BCLAR
 Regional Director, Region III

ALBERTO T. ESCOBARTE
 Regional Director, Region IV-A

NICOLAS T. CAPULONG
 Regional Director, Region IV-B

GILBERT T. SADSAD
 Regional Director, Region V

RAMIR B. UYTICO
 Regional Director, Region VI

EVELYN R. FETALVERO
 Regional Director, Region VIII

RUTH L. FUENTES
 Regional Director, Region IX

MARIA INES C. ASUNCION
 Regional Director, CARAGA

WILFREDO E. CABRAL
 Regional Director, NCR

ESTELLA L. CARINO
 Regional Director, CAR

FROM :  **GENARO O. GORONG**
 Undersecretary for Curriculum and Teaching

SUBJECT : **CAPACITY BUILDING OF TRAINERS ON UPSKILLING ENGLISH
 TEACHERS IN LANGUAGE INSTRUCTION (LUZON CLUSTER)**

DATE November 17, 2023

DepEd
MATATAG
MAKING THE FUTURE BRIGHTER



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Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

Anchored on the MATATAG Agenda of giving support to teachers to teach better, the Curriculum and Teaching Strand, through the Bureau of Learning Delivery (BLD), shall conduct the **Capacity Building of Trainers on Upskilling English Teachers in Language Instruction (Luzon Cluster)** from November 21 to 24, 2023 at Subic Grand Seas Resort, Olongapo City.

The activity aims to:

- facilitate high-quality professional learning opportunities to ensure that English teachers are not only competent in teaching the standards but also proficient users of the target language; and
- devise teaching strategies and techniques that develop learners' communicative language competence.

In this light, this Office requests the participation of **twelve (12) regional/division education program supervisors in English**. Additionally, participation of identified **facilitators** from Luzon and other regions in Visayas and Mindanao is also requested. Please refer to Annex A for the list.

Participants and facilitators are required to confirm their attendance by registering through this link: https://bit.ly/REG_NTOT-UPSKILLING_ENG on or before **November 17, 2023**.

They are expected to arrive at the venue on November 21 before the program commences at 8:00 am. The first meal to be served is breakfast on November 21 and the last meal is PM snacks on November 24. Please refer to Annex B for the Indicative Program of Activities.

Travel expenses shall be charged against the BEC funds downloaded to regional offices, subject to the usual government accounting and auditing rules and regulations. Participants are encouraged to avail the most economical means of transportation in going to and from the venue.

For any inquiries or clarifications, please contact Ms. Rosalie E. Bongon, Supervising Education Program Specialist of BLD, through email at rosalie.bongon@deped.gov.ph with a copy furnished at blt.tld@deped.gov.ph.

Immediate dissemination and compliance with this memorandum is desired.

Copy furnished:

REVSEE A. ESCOBEDO
 Undersecretary for Operations



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Annex A – List of identified facilitators

Region	Facilitator	Designation
IV-A	1. Wenifreda S. Diquit	EPS - SDO – Cavite Province
	2. Allan D. Tipan	EPS – SDO – Lipa City
V	1. Mai Anne Rondola	EPS – SDO- Albay City
NCR	1. Ramon M. Belardo Jr.	EPS - SDO- Mandaluyong City
	2. Noel T. Balubal	EPS – SDO – TAPAT
VI	1. Jessica P. Gela	EPS - SDO Bacolod City
	2. Mary Leilani G. Javines	EPS – SDO Silay City
VIII	1. Maria Celeste L. Vincoy	SH - SDO- Leyte
IX	1. Rodolf John T. Rodriguez	EPS - Region IX
CARAGA	1. Rebecca T. Montante	EPS - SDO – Agusan Del Norte



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**CAPACITY BUILDING OF TRAINERS ON UPSKILLING ENGLISH TEACHERS
IN LANGUAGE INSTRUCTION (LUZON CLUSTER)**

November 21-24, 2023

Subic Grand Seas Resort, Olongapo City

TIME	DAY 1	DAY 2	DAY 3	DAY 4
6:00 – 7:45	ARRIVAL REGISTRATION	BREAKFAST		
7:45 - 8:00		MANAGEMENT OF LEARNING		
8:00 -9:00		<i>Plenary Session 2:</i> Understanding and Applying Grammatical Competence in Language Instruction	<i>Plenary Session 4:</i> Understanding and Applying Sociolinguistic Competence in Language Instruction	Post- assessment
9:00 – 12:00		Wenifreda S. Diquit Allan D. Tipan	Mai Anne Rondola Jessica P. Gela Mary Leilani G. Javines	Work Application Planning
12:00 – 1:00	LUNCH			
1:00 – 2:00	Opening Program	<i>Plenary Session 3:</i> Understanding and Applying	<i>Plenary Session 5:</i> Understanding and Applying	CLOSING PROGRAM
2:00 – 3:00	Pre-assessment	Strategic Competence in Language Instruction	Discourse Competence in Language Instruction	
3:00 – 5:00	<i>Plenary Session 1:</i> Raising the Bar, Lowering the Barriers in English Language Instruction Dr. Rosalina J. Villaneza <i>Plenary Session 2:</i> Revisiting Communicative Competence: Understanding the K to10 MATATAG Curriculum in English Ramon M. Belardo Jr. Noel T. Balubal	Rodolf John T. Rodriguez	Maria Celeste L. Vincoy Rebecca T. Montante	
6:00 – 8:00	DINNER			