

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



CLMD-URM-2023-195

03 November 2023

**Unnumbered Memorandum**

**PARTICIPATION IN THE ACTIVITIES ON THE  
DEVELOPMENT OF LEARNING DELIVERY GUIDE**

To **Schools Division Superintendents**  
(Antipolo City, Rizal and Sto. Tomas City)

1. Relative to DM-CT-2023-372, in support to the phased implementation of the MATATAG Curriculum, the Department of Education (DepEd), through the Bureau of Learning Delivery will conduct the following activities.

Date	Activity	Venue
November 7-10, 2023	Consultative Conference on the Development of Learning Delivery Guide with Focus on Teaching Approaches	Region IV-A (TBA)
November 14-17, 2023	Workshop on the Development of Learning Delivery Guide with Focus on Teaching Approaches	Region III (TBA)
December 12-15, 2023	Workshop on the Finalization of Learning Delivery Guide with Focus on Teaching Approaches	Region IV-A (TBA)

2. The activities aim to produce a comprehensive teacher resource material on the application of pedagogical approaches and strategies in the delivery of the MATATAG Curriculum.
3. Enclosure 1 presents the participants in this activity. They shall register at this link: <https://tinyurl.com/LearningDeliveryGuideReg> on or before October 31, 2023.
4. 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.






Address: Gate 2, Karangalan Village, Cainta, Rizal  
Telephone No.: 02-8682-2114  
Email Address: [region4a@deped.gov.ph](mailto:region4a@deped.gov.ph)  
Website: [depedcalabarzon.ph](http://depedcalabarzon.ph)



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5. Participants are advised to bring their laptop and expected to arrive at the venue before each activity commences at 8:00 AM on Day 1. The first meal to be served is breakfast on Day 1 and the last meal is PM snacks on the last day of each activity.
6. Please see DM-CT-2023-312 for the program of activities and other details for reference.
7. Compensatory Time-Off (CTO) will be granted in lieu of the workshop days that will fall 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](mailto:rosalie.bongon@deped.gov.ph).
9. Immediate dissemination of this Memorandum is desired.

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

cc: clmd/ROC6





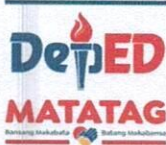
Republic of the Philippines  
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REGION IV-A CALABARZON



CLMD-URM-2023-195

Enclosure 1 - List of Participants

Learning Area	SDO	Name	Position
English	Rizal	Richelle Elaine Dg. Dela Rosa	ASP II
Filipino	Sto. Tomas City	Merissa A. Viray	EPS
Mathematics	Antipolo City	Jakie Lou M. Bonagua	HT
Science	Rizal	Caselyn T. Roxas	MT1



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**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

**MEMORANDUM**  
DM-CT-2023-372

TO : **REGIONAL DIRECTORS**

FROM : **ALMA RUBY C. TORIO**  
Assistant Secretary for Curriculum and Teaching  
Officer-in-Charge  
Office of the Undersecretary for Curriculum and Teaching

SUBJECT : **ACTIVITIES ON THE DEVELOPMENT OF LEARNING DELIVERY GUIDE**

Date : October 23, 2023

In line with Department of Education's MATATAG agenda, particularly on giving support to teachers to teach better, the Bureau of Learning Delivery (BLD) will spearhead a series of activities on the development of learning delivery guide with focus on teaching approaches.

The activities aim to produce a comprehensive teacher resource material on the application of pedagogical approaches and strategies in the delivery of the MATATAG Curriculum.

The following are the details of each activity:

Activity	Date	Venue
Consultative Conference on the Development of Learning Delivery Guide with Focus on Teaching Approaches	November 7-10, 2023	Region IV-A (TBA)
Workshop on the Development of Learning Delivery Guide with Focus on Teaching Approaches	November 14-17, 2023	Region III (TBA)
Workshop on the Finalization of Learning Delivery Guide with Focus on Teaching Approaches	December 12-15 2023	Region IV-A (TBA)

In this light, this Office would like to request four (4) participants composed of either education program supervisors, public schools district supervisors, school heads, or head teachers from your respective regions representing English, Science, Mathematics, and Filipino as the initial focus of the learning delivery guides for this year. The same set of participants are expected to attend all the aforementioned activities. They are requested to confirm their participation to the three activities by registering through this link: <https://tinyurl.com/LearningDeliveryGuideReg> on or before **October 31, 2023**.



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**OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING**

Participants are advised to bring their laptop and expected to arrive at the venue before each activity commences at 8:00 AM on Day 1. The first meal to be served is breakfast on Day 1 and the last meal is PM snacks on the last day of each activity.

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. Hiring vehicles is strictly prohibited per accounting rules and regulations.

Compensatory Time-Off (CTO) will be granted in lieu of the workshop days that will fall 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.

Below are the enclosures:

- Enclosure 1 - Criteria for the Selection of Participants
- Enclosure 2 - Program of Activities

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](mailto:rosalie.bongon@deped.gov.ph) with a copy furnished at [bld.tld@deped.gov.ph](mailto:bld.tld@deped.gov.ph).

For immediate dissemination and compliance.

*Copy furnished:*

**REVSEE A. ESCOBEDO**  
 Undersecretary for Operations



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*Enclosure 1*

**Criteria for the Selection of Participants**

The following criteria provide a clearer and more detailed basis for selecting participants for the activities, ensuring that all those representatives to be sent by the regions possess the necessary skills, commitment, and capabilities to contribute effectively to the objectives of the activities.

The participants should:

1. have had substantial teaching experience in either English, Science, Mathematics, or Filipino.
2. demonstrate a strong understanding of pedagogical approaches and strategies relevant to their learning area.
3. be equipped with pedagogical expertise that aligns with the goals and principles of the MATATAG Curriculum.
4. demonstrate excellent writing skills and have a history of developing teaching resource materials.
5. confirm availability and commitment to attending all three activities without any conflicting obligations on the scheduled workshop days.
6. engage in discussions and workshops, providing valuable insights, ideas, and constructive feedback to enhance the policy development process.
7. commit to meeting all deadlines for the submission of policy outputs, drafts, and related materials as required throughout the activity.
8. ensure the ability to maintain physical, mental, and emotional fitness during the duration of the to maximize productivity and contribution.



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Republic of the Philippines

## Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

Enclosure 2

### Consultative Conference on the Development of Learning Delivery Guide with Focus on Pedagogical Approaches

INDICATIVE PROGRAM OF ACTIVITIES

November 7-10, 2023

TIME	DAY 1	DAY 2	DAY 3	DAY 4
6:00 – 7:45	ARRIVAL	BREAKFAST		
7:45 - 8:00	REGISTRATION	MANAGEMENT OF LEARNING		
8:00 - 10:00	OPENING PROGRAM	Break-Out Session by Learning Area:	Break-Out Session by Learning Area:	Plenary Session 2:
10:00 – 12:00	Plenary Session 1:  <i>The Concept of and Need for Learning Delivery Guide (LDG)</i>	<i>Brainstorming on the Proposed Approaches and Strategies for Inclusion in the LDG</i>	<i>Presentation of Proposed Pedagogical Approaches and Strategies</i>	<i>Presentation and Finalization of Proposed LDG Contents and Template</i>
12:00 – 1:00	LUNCH			
1:00 – 2:00	Break-Out Session by Learning Area:	Break-Out Session by Learning Area:	Breakout Session by Learning Area:	CLOSING PROGRAM
2:00 – 3:00				
3:00 – 5:00	<i>Pedagogical Approaches and Strategies in the MATATAG Curriculum</i>	<i>Brainstorming on the Proposed Approaches and Strategies for Inclusion in the LDG</i>	<i>Knowledge Sharing on the Proposed Contents and Template of LDG</i>	
5:00	End of Session			



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OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

### Development of Learning Delivery Guide with Focus on Pedagogical Approaches

INDICATIVE PROGRAM OF ACTIVITIES

November 14-17, 2023

TIME	DAY 1	DAY 2	DAY 3	DAY 4
6:00 – 7:45	ARRIVAL	BREAKFAST		
7:45 – 8:00	REGISTRATION	MANAGEMENT OF LEARNING		
8:00 – 10:00	OPENING PROGRAM	Breakout Session 1 by LA:  <i>Tasking for the Drafting of LDG</i>  Independent Task: Drafting of the LDG	Independent Task: Drafting of the LDG	Presentation of Initial Outputs and Critiquing
10:00 – 12:00	Plenary Session 1:  Presentation of LDG Contents and Template			Finalization of Initial Outputs
12:00 – 1:00	LUNCH			
1:00 – 2:00	Breakout Session 1 by LA:	Independent Task: Drafting of the LDG	Independent Task: Drafting of the LDG	CLOSING PROGRAM
2:00 – 3:00	Presentation of Pedagogical Approaches and Strategies for Inclusion in the LDG			
3:00 – 5:00				
6:00 – 8:00	DINNER			



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**Finalization of Learning Delivery Guide  
 with Focus on Pedagogical Approaches**  
 INDICATIVE PROGRAM OF ACTIVITIES  
**December 12-15, 2023**

TIME	DAY 1	DAY 2	DAY 3	DAY 4
6:00 – 7:45	ARRIVAL	BREAKFAST		
7:45 – 8:00	REGISTRATION	MANAGEMENT OF LEARNING		
8:00 – 10:00	OPENING PROGRAM	Independent Task: Finalization of LDG	Independent Task: Finalization of LDG	Presentation of Finalized LDG
10:00 – 12:00				
12:00 – 1:00	LUNCH			
1:00 – 2:00	Sharing of the Results of Expert Validation	Independent Task: Finalization of LDG	Independent Task: Finalization of LDG	CLOSING PROGRAM
2:00 – 3:00				
3:00 – 5:00				
6:00 – 8:00	DINNER			



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