



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

18 March 2024

**Regional Memorandum**  
No. 196 s. 2024

**REQUEST FOR THE SCHEDULES OF DIVISION AND SCHOOL-BASED TRAININGS ON THE MATATAG CURRICULUM**

To: **Schools Division Superintendents**

1. Enclosed is DM-OUHROD-2024-0413 from DepEd Central Office, Office of the Undersecretary for Human Resource and Organizational Development regarding request for submission of schedules of Division and School-based Trainings on the MATATAG Curriculum including the target participants per learning area for Kindergarten, Grades 1, 4, and 7 respectively.
2. In reference to the above-mentioned Memorandum, all Schools Division Offices (SDOs), through the Curriculum Implementation Division (CID) and Schools Governance and Operations Division-Human Resource Development Section (SGOD-HRDS), shall submit the needed data through the newly created links or QR codes below on or before **March 21, 2024**.

**Division Training of School Trainers**



[bit.ly/3v7nHPv](https://bit.ly/3v7nHPv)

**School-based Training of Teachers**



[tinyurl.com/4ASBTTSched](https://tinyurl.com/4ASBTTSched)





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)



Certificate No. PHP QMS  
22 93 0085

3. For questions and concerns, please contact Anna Marie San Diego of National Educators Academy of the Philippines-Quality Assurance Division through email at neap.qad@deped.gov.ph or Bryan A. Pobe, Education Program Supervisor of HRDD-NEAP R, through hrd.calabarzon@deped.gov.ph.
4. Immediate compliance with this Memorandum is instructed.

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



06/ROH5/ROH2



Republika ng Pilipinas

**Department of Education**  
**OFFICE OF THE UNDERSECRETARY**  
**HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT**

**MEMORANDUM**  
**DM-OUHROD-2024- 0413**

**FOR : ATTY. REVSEE A. ESCOBEDO**  
*Undersecretary for Operations*

**Regional Directors**  
**Schools Division Superintendents**  
**Curriculum and Learning Management Division Chiefs**  
**Human Resource Development Division Chiefs**  
**Curriculum Implementation Division Chiefs**  
**School Governance and Operations Division Chiefs**  
**School Heads**

**FROM : WILFREDO E. CABRAL**  
*Regional Director*  
*Officer-in-Charge, Office of the Undersecretary for Human Resource and Organizational Development*

**SUBJECT : REQUEST FOR SCHEDULE OF DIVISION AND SCHOOL-BASED TRAININGS ON THE MATATAG CURRICULUM AND THE NUMBER OF TARGET PARTICIPANTS PER LEARNING AREA PER GRADE LEVEL**

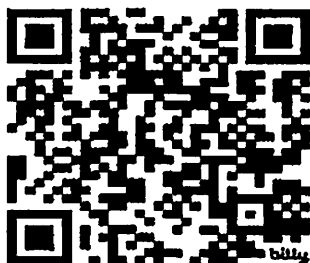
**DATE : 08 March 2024**

1. Pursuant to the unnumbered memorandum dated 20 December 2023 titled *Training on the MATATAG Curriculum for Teachers and School Leaders*, the National Educators Academy of the Philippines (NEAP) requests the Schools Division Offices (SDOs) to submit their complete schedule for the conduct of the *Division Training of Trainers (DTOT)* and the *School-Based Training of Teachers (SBTT)*, with the number of target participants per Learning Area for Kindergarten and Grades 1, 4, and 7, respectively, **on or before 15 March 2024 (Friday)**.
2. The Regional Offices, through the Human Resource Development Division (HRDD) and Curriculum and Learning Management Division (CLMD), are enjoined to facilitate compliance of the SDOs in their respective jurisdictions with the said request.

3. The Schools Division Superintendents shall ensure that both schedules of DTOT and SBTT as well as the number of participants are accurately reflected in the templates provided below.
4. The data to be collected will be posted on the Department of Education Official Website for guidance of monitors, technical support providers, and visitors during the conduct of DTOT and SBTT in each region.
5. The links and QR Codes of the templates for DTOT and SBTT, respectively, are as follows:

**a. DIVISION TRAINING OF TRAINERS (DTOT)**

**<https://bit.ly/3wECZfc>**



**b. SCHOOL-BASED TRAINING OF TEACHERS (SBTT)**

**<https://bit.ly/3wFRqzF>**



6. Attached is the *Final Schedule of Central Office Monitors, Technical Support Providers, and Resource Persons during the Regional Training of Trainers (RTOT) (Enclosure A)*.
7. For questions and concerns, please contact **Ms. Anna Marie San Diego** of NEAP Quality Assurance Division through landline (02) 8633-7207 or email [neap.qad@deped.gov.ph](mailto:neap.qad@deped.gov.ph).
8. For strict and prompt compliance.

**Enclosure:**

*Enclosure A – RTOT Final Schedule and Assignment of Central Office Monitors, Technical Support Providers, and Resource Persons*

[NEAPQAD/SanDiego]

**Enclosure A**

**FINAL SCHEDULE OF CENTRAL OFFICE MONITORS AND TECHNICAL SUPPORT PROVIDERS DURING  
THE REGIONAL TRAINING OF TRAINERS (RTOT) ON THE MATATAG CURRICULUM FOR TEACHERS AND SCHOOL LEADERS**

REGIONS	INCLUSIVE DATES	LEAD (Directors)	MONITORS		TECHNICAL SUPPORT PROVIDERS/RESOURCE PERSONS (Please specify the learning area)	
			NEAP QAD (Chief, PDO IV/SEPS/EPS)	NEAP PDD (Chief, PDO IV/SEPS/EPS)	CT STRAND	
					BCD (Chief, SSEPS/SEPS/EPS)	BLD (Chief/SSEPS/SEPS/E PS)
Region I	April 15-19, 2024 (3 clusters, different venues)	Dir. Samuel R. Soliven	Sarah Jane Atienza  John Christopher Lorenzo	Ma Carmila Clave	<ul style="list-style-type: none"> <li>• Isabel A. Victorino,</li> <li>• Rosalie B. Masilang</li> <li>• Rowel S. Padernal</li> <li>• Roseta Gallo</li> <li>• Sheena Jade Manuel</li> </ul>	<ul style="list-style-type: none"> <li>• Richie C. Noveloso</li> <li>• Darren Rey Javier</li> <li>• Jan Darell C. Casuncad</li> <li>• Marlon Adlit</li> </ul>
Region II	Batch 1: March 11-15, 2024	Dir. Leila Areola	Mark Alvin Cruz	Anna Maria Patricia Santos	<ul style="list-style-type: none"> <li>• Giovanni C. Duran</li> <li>• Michael J. Cabrera</li> <li>• Eliza Rose R. De Leon</li> <li>• Karen Lay</li> <li>• Oswald Aban</li> </ul>	<ul style="list-style-type: none"> <li>• Renato San Juan</li> <li>• Rossana Carnecer</li> </ul>
	Batch 2: March 18-22, 2024	Dir. Leila Areola	Gerald T. Magno	Dustin Troy Josen	<ul style="list-style-type: none"> <li>• Isabel A. Victorino</li> <li>• Rowel S. Padernal</li> <li>• Cinderella Reginio</li> <li>• Rosalie B. Masilang</li> <li>• Riza Gusano</li> </ul>	<ul style="list-style-type: none"> <li>• Renato San Juan</li> <li>• Rossana Carnecer</li> <li>• Rosalina Villaneza</li> <li>• Mark Anthony Papa</li> <li>• Krisha Anne Soriano</li> </ul>
	Batch 3: April 01-05, 2024	Dir. Leila Areola	Gerald T. Magno	Rizza Pereyra	<ul style="list-style-type: none"> <li>• Rowell Capistrano</li> <li>• Roseta Gallo</li> <li>• Marisol Mabazza</li> <li>• Sheena Jade Manuel</li> </ul>	<ul style="list-style-type: none"> <li>• Danilo G. Soriano Jr.</li> </ul>

Region III	Batch 1: May 06-10, 2024	Dir. Edward Jimenez	Danica Jane Godoy	Richie Vesagas	<ul style="list-style-type: none"> <li>• Isabel A. Victorino</li> <li>• Rosalie B. Masilang</li> <li>• Rowel S. Padernal</li> <li>• Marisol B. Mabazza</li> <li>• Roseta Gallo</li> </ul>	<ul style="list-style-type: none"> <li>• Krisha Anne M. Soriano</li> <li>• Jayson Tadeo</li> <li>• Julieven Abrea</li> <li>• Michelle Tolentino</li> </ul>
	Batch 2: May 13-17, 2024	Dir. Nelia Benito Dir. Samuel Soliven	Alvin Fulgencio	Florentino Varron Jr.	<ul style="list-style-type: none"> <li>• Liza C Legaspino</li> <li>• Eliza Rose R. De Leon</li> <li>• Jios Ver D. Temporal</li> <li>• Samboy D. Franco</li> <li>• Christopher S. Valiente</li> </ul>	<ul style="list-style-type: none"> <li>• Jerome Hilario</li> <li>• Dean Owen Doncillo</li> <li>• Briget Varron</li> <li>• Rosalina Villaneza</li> </ul>
Region IV-A	April 15-19, 2024 (3 clusters, different venues)	Dir. Jennifer Lopez	Danica Jane Godoy Meann Delavin	Richie Vesagas	<ul style="list-style-type: none"> <li>• Aytte C. Ferriols</li> <li>• Riza C. Gusano</li> <li>• Jona Kristen M. Valdez</li> <li>• Rowell Capistrano</li> </ul>	<ul style="list-style-type: none"> <li>• Victor Fedirigan</li> <li>• Joselita Gulapa</li> <li>• Xyphrone Angelo A. Ortiz</li> </ul>
Region IV-B	April 02-06, 2024	Dir. Edward Jimenez	Ariel Dagar	Dustin Troy Joson	<ul style="list-style-type: none"> <li>• Jona Kristen Valdez</li> <li>• Liza C Legaspino</li> <li>• Glenne DT. Basio</li> <li>• Ellen Grace Fruelda</li> </ul>	<ul style="list-style-type: none"> <li>• Mark Anthony Papa</li> <li>• Christine N. Graza-Magboo</li> <li>• Michelle Tolentino</li> <li>• Victor Fedirigan</li> </ul>
Region V	Batch 1: April 01-05, 2024	Dir. Marilette Almayda	Annabelle Laqui	Florentino Varron Jr.	<ul style="list-style-type: none"> <li>• Isabel Victorino</li> <li>• Rosalie B. Masilang</li> <li>• Ramona Victoria</li> <li>• Rowel S. Padernal</li> </ul>	<ul style="list-style-type: none"> <li>• Jefferson Torres</li> <li>• Wilson Santiago</li> <li>• Briget Varron</li> </ul>
	Batch 2: April 08-12, 2024	Dir. Lynn Padillo	Gerald Magno	Ma. Carmila Clave	<ul style="list-style-type: none"> <li>• Cinderella U. Reginio</li> <li>• Aisa Veronica D. C. Pintor</li> <li>• John Mark B. Marasigan</li> <li>• Glenne DT. Basio</li> </ul>	<ul style="list-style-type: none"> <li>• Jefferson Torres</li> <li>• Renato san Juan</li> <li>• Wilson Santiago</li> <li>• Glenda Granadozin</li> </ul>

					• Rowell Capistrano	
	Batch 3: April 15-19, 2024	Dir. Mario Bermudez	Alvin Fulgencio	Anna Patricia Santos	• Karen G. Lay • Restituto M. Mendoza • Ricardo Ador-Dionisio • Lilia Martinez • Oswald Aban	• Rosalie Bongon • Gaudencio Serrano
Region VI	April 22-26, 2024	Dir. Marilyn Siao	Alvin Fulgencio Jr.	Ma. Carmila Clave	• Ramona Magdalena F. Victoria • Ellen Grace F. Fruelda • Giovanni C. Duran • Michael J. Cabrera • Rowell A. Capistrano	• Salvacion Olinares • Jocelyn Tuguinayo
Region VII	March 04-08, 2024	Dir. Leah Apao	Alvin Fulgencio	Jhoanne Javier	• Riza C. Gusano • Oswald A. Aban • Liza C Legaspino • Jona Kristen Valdez • Samboy Franco	• Rosalina Villaneza • Mark Anthony Papa • Renato San Juan
Region VIII	Batch 1: April 01-05, 2024	Dir. Marilyn Siao	Mark Alvin Cruz	Marife T. Morcilla	• Ayette C. Ferriols • Eliza Rose de Leon • Oswald A. Aban • Cinderella Reginio	• Gaudencio Luis N. Serrano • Dean Owen J. Doncillo • Jerome Hilario
	Batch 2: April 08-12, 2024	Dir. Resty Osias	John Christopher Lorenzo	Florentino Varron Jr.	• Liza C Legaspino • Eliza Rose R. De Leon • Jios Ver D. Temporal • Samboy D. Franco • Christopher S. Valiente	• Darren Rey Javier • Jan Darell C. Casuncad • Marlon Adlit • Richie Noveloso
Region IX	March 21-27, 2024	Dir. Marilyn Siao	Alvin Fulgencio	Richie Vesagas	• Isabel A. Victorino • Rosalie B. Masilang	• Rosalina Villaneza • Jerome Hilario

					<ul style="list-style-type: none"> <li>• Rowel S. Padernal</li> <li>• Marisol B. Mabazza</li> <li>• Roseta Gallo</li> </ul>	<ul style="list-style-type: none"> <li>• Dean Owen Doncillo</li> <li>• Mark Anthony Papa</li> </ul>
Region X	Batch 1: April 15-19, 2024	Dir. Marivic Lleano	Anabelle Laqui	Cristina Monsanto	<ul style="list-style-type: none"> <li>• Ramona Magdalena F. Victoria</li> <li>• Ellen Grace F. Fruelda</li> <li>• Giovanni C. Duran</li> <li>• Michael J. Cabrera</li> </ul>	<ul style="list-style-type: none"> <li>• Rosalina Villaneza</li> <li>• Mark Anthony Papa</li> <li>• Marlon Adlit</li> </ul>
	Batch 2: April 22-26, 2024	Dir. Leah Apao	Mark Alvin Cruz	Marife T. Morcilla	<ul style="list-style-type: none"> <li>• Karen Lay</li> <li>• Aisa Veronica D. C. Pintor</li> <li>• John Mark B. Marasigan</li> <li>• Glenne DT. Basio</li> <li>• Jona Kristen Valdez</li> </ul>	<ul style="list-style-type: none"> <li>• Darren Rey C. Javier</li> <li>• Richie Noveloso</li> <li>• Rosalina Villaneza</li> <li>• Mark Anthony Papa</li> </ul>
Region XI	Batch 1: April 08-12, 2024	Dir. Marivic Lleano	Ariel Dagar	Dustin Troy Josen	<ul style="list-style-type: none"> <li>• Isabel A. Victorino</li> <li>• Rosalie B. Masilang</li> <li>• Rowel S. Padernal</li> <li>• Roseta Gallo</li> <li>• Rowell Capistrano</li> </ul>	<ul style="list-style-type: none"> <li>• Gaudencio Luis Serrano</li> </ul>
	Batch 2: April 15-19, 2024	Dir. Leah Apao	Mark Alvin Cruz	Florentino Varron Jr.	<ul style="list-style-type: none"> <li>• Ramona Magdalena F. Victoria</li> <li>• Ellen Grace F. Fruelda</li> <li>• Giovanni C. Duran</li> <li>• Michael J. Cabrera</li> </ul>	<ul style="list-style-type: none"> <li>• Glenda Granadozin</li> <li>• Jerome Hilario</li> <li>• Danilo G. Soriano Jr.</li> <li>• Jefferson Torres</li> <li>• Dean Owen Doncillo</li> </ul>
	Batch 3: April 22-26, 2024	Dir. Edward Jimenez	Sarah Jane Atienza	Jhoanne Javier	<ul style="list-style-type: none"> <li>• Ayette C. Ferriols</li> <li>• Riza C. Gusano</li> <li>• Eliza C. Peralta</li> <li>• Liza Legaspino</li> <li>• Eliza Rose De Leon</li> </ul>	<ul style="list-style-type: none"> <li>• Rosalie Bongon</li> <li>• Jan Darell C. Casuncad</li> <li>• Gaudencio Luis Serrano</li> </ul>



Region XII	April 15-19, 2024	Dir. Mario Bermudez	Anabelle Laqui	Millie Fudolig	<ul style="list-style-type: none"> <li>• Jona Kristen Valdez</li> <li>• Marisol Mabazza</li> <li>• Christopher Valiente</li> <li>• Eliza C. Peralta</li> </ul>	<ul style="list-style-type: none"> <li>• Jocelyn Tuguinayo</li> <li>• Nemia B. Cedo</li> </ul>
CARAGA	April 01-05, 2024 (3 clusters, different venues)	Dir. Gemma Ledesma	Danica Jane Godoy Sarah Jane Atienza	Cristina Monsanto	<ul style="list-style-type: none"> <li>• Samboy D. Franco</li> <li>• Christopher S. Valiente</li> <li>• Ricardo Ador Dionisio</li> <li>• Restituto M. Mendoza</li> </ul>	<ul style="list-style-type: none"> <li>• Jocelyn Tuguinayo</li> <li>• Glenda M. Granadozin</li> <li>• Nemia B. Cedo</li> </ul>
CAR	Batch 1: April 15-19, 2024	Dir. Ariz Cawilan	Rogelio Dian III	Jhoanna Javier	<ul style="list-style-type: none"> <li>• Eliza Rose de Leon</li> <li>• Aisa Veronica D. C. Pintor</li> <li>• John Mark B. Marasigan</li> <li>• Liza Legaspino</li> </ul>	<ul style="list-style-type: none"> <li>• Wilson Santiago</li> <li>• Jayson Tadeo</li> <li>• Darren Javier</li> </ul>
	Batch 2: April 22-26, 2024	Dir. Samuel Soliven	Ariel Dagar	Dustin Troy Joson	<ul style="list-style-type: none"> <li>• Lilia Martinez</li> <li>• Roseta Gallo</li> <li>• Sheena Jade Manuel</li> <li>• Ricardo Ador-Dionisio</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Lea Estuye</li> <li>• Dean Owen Doncilo</li> <li>• Gaudencio Luis Serrano</li> <li>• Krisha Anne M. Soriano</li> </ul>
NCR	Batch 1: April 8-12, 2024	Dir. Jennifer Lopez	Mary Anne Delavin	Ana Sol Reyes	<ul style="list-style-type: none"> <li>• Cinderella U. Reginio</li> <li>• Ayyette Ferriols</li> <li>• John Mark B. Marasigan</li> <li>• Rowel Capistrano</li> <li>• Lilia Martinez</li> </ul>	<ul style="list-style-type: none"> <li>• Julieven Abrea</li> <li>• Victor R. Fedirigan</li> <li>• Rosalina J. Villaneza</li> <li>• Mark Anthony Papa</li> </ul>
	Batch 2: April 15-19, 2024	Dir. Jennifer Lopez	Ariel Dagar	Ana Sol Reyes	<ul style="list-style-type: none"> <li>• Samboy Franco</li> <li>• Eliza C. Peralta</li> <li>• Jona Kristen M. Valdez</li> <li>• Oswald A. Aban</li> <li>• Aisa Veronica D. C. Pintor</li> </ul>	<ul style="list-style-type: none"> <li>• Michelle Tolentino</li> <li>• Christine N. Graza-Magboo</li> <li>• Briget V. Varron</li> <li>• Wilson Santiago</li> </ul>

## **Terms of Reference (TOR)**

### **A. BUREAU DIRECTORS**

1. Ensure that the division chiefs and specialists assigned in the regions under their supervision comply with their specified terms of reference.
2. Facilitate prompt submission of the expected outputs as stipulated in their TOR.

### **B. NEAP CENTRAL OFFICE MONITORS IN THE REGIONAL IMPLEMENTATION OF THE MATATAG CURRICULUM TRAINING**

#### **1. Task and related responsibilities:**

- a. Accomplish the On-Site Monitoring Form for NEAP CO Monitors.
- b. Provide technical assistance to the regional monitoring and evaluation (M&E) team on the monitoring and evaluation.
- c. Document observations, challenges encountered, and best practices of the regional M&E team during the monitoring visit.
- d. Coordinate with the training program management team (PMT) regarding the conduct of the debriefing, participate in the debriefing, and give feedback as deemed necessary.

#### **2. Expected outputs:**

- a. Accomplished on-site monitoring form.
- b. Monitoring report following the content of an activity report.

#### **3. Timeline of submission of expected outputs:**

- a. For on-site monitoring form: during the conduct of the regional training (via online form submission).
- b. For monitoring report: within five (5) working days after the last day of the conduct of the training monitored.

### **C. DIVISION CHIEFS BLD and BCD Chiefs and specialists**

#### **1. Task and related responsibilities:**

- a. Resource Persons
  - Coordinate with the Regional PMT of assigned regions on the schedule and session/s you will be delivering.
- b. Technical Support Providers/Learning Area Experts
  - Provide technical support to the Resource Persons to ensure quality delivery of the training.

#### **2. Expected outputs:**

- a. Activity Completion Report with MOVs

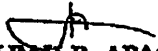
**3. Timeline of Submission of expected outputs:**

- within 5 (five) working days after the last day of the conduct of the training.

**Note:**

All outputs shall be placed in the Google folder as R(state the number of the region)\_RTOT\_Report\_(date of submission) and shall be submitted to the National Educators Academy of the Philippines (NEAP) via email: [neap.od@deped.gov.ph](mailto:neap.od@deped.gov.ph) , cc: [leah.apao001@deped.gov.ph](mailto:leah.apao001@deped.gov.ph) .

Prepared by:

  
**LEAH B. APAO**

Director III, National Educators Academy of the Philippines  
MATATAG Training Focal

Reviewed by:

  
**JENNIFER LOPEZ**

Director IV, National Educators Academy of the Philippines

  
**LEILA P. AREOLA**

Director IV, Bureau of Learning Delivery  
Officer-In-Charge, Office of the Director IV, Bureau of Curriculum Development