



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



HRDD-RM-2024-286

22 April 2024

Regional Memorandum
No. 286 s. 2024

GUIDELINES ON THE UTILIZATION OF TRAINING RESOURCE PACKAGE FOR DIVISION TRAINING OF SCHOOL TRAINERS ON MATATAG CURRICULUM

To: **Schools Division Superintendents**

1. In reference to Unnumbered Memorandum from DepEd Central Office, Office of the Human Resource and Organizational Development dated December 20, 2023 titled *Training on the MATATAG Curriculum for Teachers and School Leaders*, the Schools Division Offices (SDOs) shall conduct the *Division Training of School Trainers on MATATAG Curriculum (DTOT)* after the conduct of Regional Training of Trainers (RTOT).
2. With the recent completion of RTOT conducted on April 15-19, 2024, this Office, through the Human Resource Development Division (HRDD), Curriculum and Learning Management Division (CLMD), and Quality Assurance Division (QAD), provides the following MATATAG Curriculum Training Resource Package (TRP) developed by the Office of the Undersecretary for Curriculum and Teaching and the National Educators Academy of the Philippines to ensure the effective delivery of the program:
 - a. Professional Development (PD) Program/Training Design;
 - b. PD Program Monitoring and Evaluation Plan;
 - c. Session Guides;
 - d. Slide Decks;
 - e. Worksheets; and,
 - f. Assessment Tools
3. The MATATAG Curriculum TRP shall be made accessible only to the Division Program Management Team (DPMT) members which will be used only for DTOT. The DPMT shall be held accountable for any concerns or issues that may arise from unofficially sharing the TRP to unauthorized entities/individuals.



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4. SGOD Chiefs, SEPSs-HRDS, and CID Chiefs who will serve as program managers, co-program managers, and learning managers respectively are requested to provide details of the official members of the DPMT through bit.ly/4ADTOTMATATAGPMT and bit.ly/4AMATATAGTRPAccess on or before **April 23, 2024**. Link for the TRP will be sent to their DepEd email addresses.
5. Pursuant to DepEd Memorandum No. 44, s. 2023 titled *Interim Guidelines for Quality Assurance and Monitoring and Evaluation of NEAP Core Programs*, SDOs shall implement and deliver the program consistent with the quality-assured design and training resource materials.
6. Moreover, RO and SDOs shall conduct monitoring and evaluation (M&E) of the training program delivery consistent with the quality assured M&E plan and submit the Program Completion Report and the End-of-the-Program Evaluation Report to HRDD-NEAP and NEAP-Quality Assurance Division.
7. For further clarifications, please contact Jisela N. Ulpina, HRDD OIC-Chief, Viernalyn M. Nama, CLMD Chief, Luz E. Osmena, QAD Chief, or Bryan A. Pobe, Education Program Supervisor, through email at hrd.calabarzon@deped.gov.ph/clmd.calabarzon@deped.gov.ph/qad.calabarzon@deped.gov.ph.
8. Immediate dissemination of and appropriate action on this Memorandum are instructed.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

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