



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

17 February 2025

Regional Memorandum
No. 105 s. 2025

**PREWORK FOR THE POST-EVALUATION ACTIVITY ON
PHASE 1 REVISED K TO 10 (MATATAG) CURRICULUM
TRAINING CUM PLANNING FOR PHASE 2 TRAINING**

To: **Schools Division Superintendents**

1. Relative to Regional Memorandum No. 865, s. 2024 and Regional Advisory dated December 16, 2024 on the *Post-Evaluation Activity on Phase 1 Revised K to 10 (MATATAG) Curriculum Implementation cum Planning for Phase 2 Training* to be conducted on **February 24-26, 2025**, at **BP Makiling International Hotel, Los Baños, Laguna**, this Office, through the Human Resource Development Division-National Educators Academy of the Philippines in the Region (HRDD-NEAP), informs the concerned participants regarding the prework capturing the Phase 1 training implementation.
2. The purpose of the pre-work activity is to provide ample time for the participants who are the Division Program Management Team (PMT) members composed of **CID and SGOD Chiefs, and Senior Education Program Specialists of Human Resource Development and Monitoring & Evaluation Sections** to prepare the data that capture the milestones, issues, and challenges encountered during the conduct of the Phase 1 Division Training of Trainers and School-based Training of Teachers. These data will further inform mechanisms and implementation strategies for the upcoming Phase 2 Training.
3. Attached to this Memorandum are the activity matrix and the prework format. Each Division PMT will be given a maximum of 15 minutes to present the prework output.
4. For further queries, please email Jisela N. Ulpina, OIC-Chief, or Bryan A. Pobe, Education Program Supervisor, at hrd.calabarzon@deped.gov.ph.



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5. Immediate compliance with this Memorandum is instructed.


ATTY. ALBERTO T. ESCOBARTE, CESO II
 Regional Director 

06/ROH5/ROH1

FORMAT OF THE PRESENTATION

Pre-work Activity

Sequence	Contents	Guide Questions
Part I	DTOT: Date, Venue, No. of Target Participants vs. Actual Participants SBTT: Date, Venue, No. of Target Participants vs. Actual Participants	<i>What is the percentage of the trained participants in the Division and the schools?</i>
Part II	Budget Allocation and Utilization during the conduct of DTOT and SBTT	<i>What's the percentage of budget utilization vs the PSFs? What issues/challenges were encountered in terms of budget utilization?</i>
Part III	Summary of the DTOT and SBTT Daily Evaluation Results	<i>What was the overall evaluation of the trainings based on the responses of participants? What issues or concerns were raised? How were these addressed?</i>
Part IV	Pre-test and Post-test Results (DTOT and SBTT)	<i>What's the performance of participants as revealed in the pretest and posttest scores? What's the percentage of learning gains?</i>
Part V	Top 3 Concerns and Challenges Encountered (Pre-implementation, Implementation, and Post-implementation)	<i>How were these concerns and challenges addressed? How was the result?</i>
Part VI	Top 3 Best Practices (DTOT& SBTT)	<i>What were the best practices? Will you consider these in the Phase 2 training?</i>
Part VII	Top 3 Recommendations for Improvement (DTOT & SBTT)	<i>What are your top 3 recommendations for improvement in the training? How will these help or contribute to the conduct of Phase 2?</i>

Note: The SDO template for presentations will be used.

ACTIVITY MATRIX**Day 1 (February 24, 2026)**

Time	Activity/Session	In-charge
8:00 a.m. – 9:00 a.m.	Registration	PMT
9:01 a.m. – 10:00 a.m.	Opening Program	PMT
10:01 a.m. – 10:15 a.m.	Uninterrupted Break	
10:16 a.m. – 11:30 a.m.	Presentation of the Regional Report on the Conduct of RTOT	Bryan A. Pobe <i>EPS, HRDD-NEAP</i> Emelia Aytona <i>EPS, QAD</i>
11:31 a.m. – 12:00 n.n.	Open Forum	PMT
12:01 p.m. – 1:00 p.m.	Lunch Break	
1:01 p.m. – 1:15 p.m.	Energizer	
1:16 p.m. – 3:00 p.m.	Presentation of Division Report on the Conduct of DTOT and SBTT	SDO PMT
3:01 p.m. – 3:15 p.m.	Uninterrupted Break	
3:16 p.m. – 3:45 p.m.	Continuation of Presentation of Division Report on the Conduct of DTOT and SBTT	SDO PMT
3:46 p.m. – 4:00 p.m.	Reminders End-of-the-Day Evaluation	PMT

Day 2 (February 25, 2025)

Time	Activity/Session	In-charge
8:00 a.m. – 8:15 a.m.	Management of Learning (MOL)	PMT
8:16 a.m. – 10:00 a.m.	Continuation of Presentation of Division Report on the Conduct of DTOT and SBTT	PMT
10:01 a.m. – 10:15 a.m.	Uninterrupted Break	
10:16 a.m.- 11:00 a.m.	Synthesis of the Division Reports	Bryan A. Pobe <i>EPS, HRDD-NEAP</i>
10:31 a.m. – 12:00 n.n	Brainstorming on the Recommendations for Phase 2 Training	
12:01 p.m. – 1:00 p.m.	Lunch Break	
1:01 p.m. – 1:15 p.m.	Energizer	PMT
1:16 p.m. – 2:00 p.m.	Presentation of (Initial) Guidelines for Phase 2 Training	Jisela N. Ulpina <i>OIC-Chief, HRDD</i>
2:01 p.m. – 3:00 p.m.	Review of Program Delivery Standards	Mark Anthony R. Malonzo <i>SEPS-HRDD</i>
3:01 p.m. – 3:15 p.m.	Uninterrupted Break	
3:16 p.m. – 4:45 p.m.	Workshop: Planning for Phase 2 Training	SDO PMT
4:46 p.m. – 5:00 p.m.	Progress Check End-of-the-Day Evaluation	PMT

Day 3 (February 26, 2025)

Time	Activity/Session	In-charge
8:00 a.m. – 8:15 a.m.	Management of Learning (MOL)	PMT
8:16 a.m. – 10:00 a.m.	Continuation of Workshop: Planning for Phase 2 Training	SDO PMT
10:01 a.m. – 10:15 a.m.	Uninterrupted Break	
10:16 a.m.- 12:00 n.n.	Presentation of Implementation Plans for Phase 2 Training	SDO PMT
12:01 p.m. – 1:00 p.m.	Lunch Break	
1:01 p.m. – 1:15 p.m.	Energizer	PMT
1:16 p.m. – 1:30 p.m.	Next Steps	PMT
1:31 p.m. – onwards	Closing Program	PMT