



DIVISION MEMORANDUM
No. 18, s. 2016

0416172

April 18, 2016

**GRADE FIVE (5) MASS TRAINING OF TEACHERS FOR THE K TO 12
BASIC EDUCATION PROGRAM**

TO: Assistant Schools Division Superintendent
Chief, SGOD and CID
Education Program Supervisors
Senior Education Program Specialists
Education Program Specialist II
Public Schools District Supervisors
Elementary School Heads and Key Teachers

1. The Division Grade five (5) Mass Training of Teachers for the K to 12 Basic Education Program is set on April 23-29, 2016 at Macagang Business Center Inc., Nabua, Camarines Sur.
2. The seven (7) day training aims to provide teachers with concrete understanding of the curriculum framework; orient the teachers of the different learning standards and competencies in the K to 12 Curriculum; and capacitate the teachers in the effective preparation of teaching plans and assessment.
3. The participants to this live-in training are the Grade five (5) teachers as listed in Enclosure No. 1 to DepEd Memorandum No. 118, s. 2015.
4. Service credit and/or Compensatory Time-off (CTO) shall be granted to those involved in this activity as per DepEd Order No. 53, s., 2003 entitled "Updated Guidelines on Grant of Service Credits to Teachers and Non-Teaching Personnel".
5. Pre-planning Conference for the training team will be conducted on April 19, 2016 at 9:30 am, SDO function hall.
6. Expenses of the participants and the training team relative to the training and the actual conduct of the activity shall be charged against the funds downloaded to the Division for this purpose while the transportation of participants and trainers to and from the venue and the expenses during the Pre-planning activity shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
7. Immediate dissemination of and strict compliance to this memorandum is required.

To be indicated in the Perpetual Index

Training
Teachers
Programs and Projects

MARIA LUISA P. SAMANIEGO
Schools Division Superintendent
Officer-in-Charge