



Republic of Education
DEPARTMENT OF EDUCATION
Region XI
Division of Digos City

DIVISION MEMORANDUM NO. 209 s. 2016

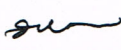
TO : **IDA JUEZAN**
Public Schools District Supervisor

ANALIZA ALMAZAN
Education Program Supervisor

EVANGELINE A. HERNAN
School Principal

ANAMERTHYL REGALA
Senior Program Specialist

MARIA JADLOC
Education Program Specialist II

FROM : 
DEE D. SILVA, DPA, CESO VI
Schools Division Superintendent

SUBJECT : **2016 TRAINING OF TRAINERS (NTOT) FOR
GRADE 11 SENIOR HIGH SCHOOL TEACHERS
FOR TVL AND GENERAL/COMMON TOPICS**

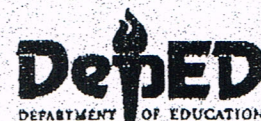
DATE : April 20, 2016

- 1.) You are hereby directed to attend the 2016 Training of Trainers (NTOT) for Grade 11 Senior High School Teachers for TVL and General/Common Topics on April 24 to 29, 2016 at Ecotech Center, Lahug Cebu City. Details of the training are found in the attached documents.
- 2.) Travel and incidental expenses of the participants shall be charged against HRTD Funds subject to the usual accounting and auditing rules and regulations.
- 3.) For immediate dissemination and compliance.

DepEd Schools Division of Digos
RELEASED
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Date: APR 20 2016 Time: 4:33
By: 



Republika ng Pilipinas
KAGAWARAN NG EDUKASYON
Rehiyon XI
Lungsod ng Davao
Tanggapang Panrehiyon



Address: F. Torres Street, Davao City (8000) Internet Address (URL) www.region11.depEd.gov.ph
Telefax Nos. (082) 227-1102; 221-8459; 221-9428; 227-0943; 227-8025; 222-2617; 2270941; 2218435

April 20, 2016

REGIONAL MEMORANDUM

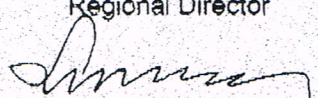
No. _____ s. 2016

**2016 TRAINING OF TRAINERS (NTOT) FOR GRADE 11 SENIOR HIGH SCHOOL
TEACHERS FOR TVL AND GENERAL/COMMON TOPICS**

To **Schools Divisions Superintendents
(DepED RO XI)**

1. Pursuant to the implementation of the Senior High School Program which commences in June 2016, the Bureau of Curriculum Delivery (BCD) in coordination with the National Educators' Academy of the Philippines (NEAP) will conduct the 2016 National Training of Trainers on April 24 to 29 at Ecotech Center, Lahug, Cebu City.
2. Attached is Memorandum No. OM-OD-BCD-2016-0040, dated April 18, 2016, signed by Dir. Jocelyn DR Andaya, Director IV, Bureau of Curriculum Development, DepED CO and the list of participants who are authorized to attend the National Training of Trainers, at Ecotech, Cebu City and Chief Trainers for TVL Track at DAP, Tagaytay City.
3. Travel and other incidental expenses of the participants in the activities shall be downloaded to the Regions, chargeable against HRTD Funds, subject to the usual accounting and auditing rules and regulations.
4. Wide and immediate dissemination of this Memorandum is earnestly desired.

ATTY. ALBERTO T. ESCOBARTE, CESO IV
Regional Director


TERESITA G. TAMBAGAN
OIC, ASSISTANT REGIONAL DIRECTOR

HRDD/roh3
Fn: agnes/MTOT/memo-2016NTOT



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LIST OF PARTICIPANTS TO THE NATIONAL TRAINING OF TRAINERS FOR GRADE 11

A.) Chief Trainers

Name	Designation	Division
1. Danilo M. Canda	Educ. Program Supervisor	HRDD
2. Florence G. Victoria	Educ. Program Supervisor	HRDD
3. Elsie E. Gagabe	Educ. Program Supervisor	Davao City
4. Rhiza T. Erbina	Master Teacher I/Div. Coord.	Davao City
5. Janette G. Veloso	Chief	CLMD
6. Lorna F. Mapinogos	Chief	HRDD
7. Roy T. Enriquez	OIC-Chief	QAD

B.) Participants to the National Training of Trainers (NTOT)

Name	Designation	Division
8. Emma A. Camporedondo	Educ. Program Supervisor	IGACOS
9. Ma. Genevieve Francisquete	School Principal II	Mati City
10. Florifes Colmenares	School Principal II	Mati City
11. Ida I. Juezan	District Supervisor	Davao Del Sur
12. Flor Ann B. Cosare	District Supervisor	Davao Del Sur
13. Ruben Asan	Education Program Supervisor	Davao del Sur
14. Aurora O. Mellorida	School Principal II	Davao del Sur
15. Felix Antecristo	Schools District Supervisor	Davao del Sur
16. Jean Fe Colango	School Principal	Davao City
17. Marcelino Cabana, Jr.	School Principal	Davao City
18. Arlenor Abelardo	School Principal	Davao City
19. Alejandro G. Curay	School Principal III	Davao City
20. Leah M. Camilotes, Ph. D.	School Principal I	Davao City
21. Cora C. Amaro	Master Teacher I	Davao City
22. Romulo N. Peralta	Head Teacher III	Davao City
23. Jose Allan M. Suganob	School Principal I	Davao City
24. Analiza Almazan	Educ. Program Supervisor	Digos City
25. Evangeline A. Hernan	School Principal I	Digos City
26. Ana Merthyl Regala	Sr. Education Program Specialist	Digos City
27. Maria C. Jadloc	Education Program Specialist II	Digos City
28. Agnes A. Sagsagat	Education Program Specialist II	HRDD
29. Mariane T. Bitacura	Education Program Specialist II	HRDD
30. Honey Lynne A. Boyles	Master Teacher I	Tagum City
31. Hilda A. Opeña, Ed. D.	Education Program Supervisor	Compostela Valley
32. Arlyn B. Lim, Ph. D.	Education Program Supervisor	Compostela Valley
33. Gay P. Taguiran	Sr. Education Program Specialist	Davao del Norte
34. Cherry Ann M. Verana	Sr. Educ. Program Specialist	Davao Oriental
35. Chryza Arsenia D. Reyes	Master Teacher I/School OIC	Davao Oriental
36. Edilberto C. Lapaya, Jr.	Master Teacher I/SIC	IGACOS
37. Charlyn Y. Emata	Master Teacher I	Tagum City
38. Emmanuel B. Clarion	Teacher III/SIC	Compostela Valley
39. Mervin G. Salmon	Sr. Educ. Program Specialist	Davao del Norte
40. Lady Luvimin T. Basuel	Master Teacher I	Davao City

Prepared by:

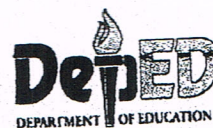
LORNA F. MAPINOGOS
Chief, HRDD

Approved:

ATTY. ALBERTO T. ESCOBARTE, CESO IV
Regional Director



Republic of the Philippines
DEPARTMENT OF EDUCATION
BUREAU OF CURRICULUM DEVELOPMENT



April 18, 2016

OM-OD,BCD-2016-0040

MEMORANDUM

For : **REGIONAL DIRECTORS**
REGIONAL SECRETARY, ARMM

From : 
JOCELYN DR ANDAYA
Director IV

Subject : **ADVISORY ON THE SENIOR HIGH SCHOOL (SHS) NATIONAL TRAINING OF TRAINERS (NTOT)**

The SHS National Training of Trainers shall be conducted on the dates and venues indicated below:

Activities	Objectives	SHS Tracks	Participants	Dates (Exclusive of Travel Time)	Venues
National Training of Trainers	- To build the capacity of trainers to conduct the TOT - To familiarize trainers with the training design and the session guides - To simulate the conduct of the different sessions	TVL	- Trainers from Region/Division/School - Resource Persons - BCD Specialists	April 25 to 29, 2016	DAP Tagaytay City
		General/Common Topics	- NEAP Trainers from the Region/Division/School - Resource Persons - BCD & NEAP Specialists	April 25 to 29, 2016	ECOTECH, Cebu City

The participants in the aforementioned activity shall comprise the pool of trainers for the Mass Training of Teachers – Common Topics and TVL Track. Attached, for reference, are the summary of the number of participants by region (Attachment 1).

In this regard, the Regional Directors are advised to prioritize the said NTOT over other activities of the Regions.

Travel and other incidental expenses of the participants in the activities shall be downloaded to the Regions, chargeable against HRTD Funds, subject to the usual accounting and auditing rules and regulations.

Likewise, all participants are requested to observe the following:

1. Take the cheapest means of transportation to and from the venues.
2. Attend the Opening Program. Those who fail to attend the Opening Program shall not be accepted unless there is a valid reason for the late arrival.
3. Present their authority to travel signed by the Regional Director or Asst. Regional Director. Those who are not in the confirmed list of participants shall only be accommodated if endorsed by the Regional Director or the Asst. Regional Director.
4. Bring their own laptops to the activity.

3rd Floor Bonifacio Bldg., DepEd Complex, Meralco Ave., Pasig City, Tel. Nos. 632-7586, 636-5172, 633-7267, 632-7746

5. Attend all sessions on time. Early leavers and participants who fail to submit the training outputs shall only receive certificates of appearance and shall not be allowed to participate in the MTOT as trainers.
6. Come in proper attire and observe proper decorum throughout the duration of the training.

Reminders for the NTOT participants of the General/Common Topics:

1. Regions are requested to advise the participants to pre-register on-line at www.deped.in/ntot2016registration on or before April 21, 2016.
2. Included in the allocation of participants per region are the Regional Management Team composed of the HRDD, CLMD and QAD Chiefs as well as four (4) Chief Trainers already pre-determined by the region in coordination with NEAP. This means that the CLMD chief or representative will serve as the fifth chief trainer. For the criteria in the selection of NTOT participants, please refer to the NEAP Memorandum dated March 16, 2016 entitled *Screening of NEAP Trainer-Facilitators for the Grade 11 Teacher Training*.
3. Billeting assignments by region are attached here as Attachment 2. Everyone should proceed first to Ecotech, Cebu City to register prior to proceeding to their respective hotels.
4. The Regional Management Team will check-in on April 24 and attend the Orientation with BCD and NEAP on April 25 from 8:00am to 5:00 pm at DepED Ecotech Center.
5. All Session Guides (SGs) were e-mailed to the HRDD Chiefs on April 15. All regions are requested to conduct their own walk-through prior to the NTOT.
6. The rest of the participants will check-in on April 25 and must attend the Opening Program on April 26 at 8am. Their first meal shall be dinner of April 25 while the last meal shall be afternoon snacks of April 29.
7. The Closing Program will be on April 29 at 3:00 pm.
8. The specific class assignments of the Chief Trainers and participants will be sent to the regions in a separate advisory to be issued by NEAP.

Reminders for the NTOT participants of the TVL Track:

1. List of Chief Trainers are attached here as Attachment 3.
2. Chief Trainers are advised to be at DAP, Tagaytay City on April 24 at 1:00 pm for the briefing meeting with the training committees. They are expected to take part as National Trainers during the Mass Training for Senior High School Teachers.
3. Arrival, registration and billeting of participants at the venue shall start at 8:00 am on April 25. First meal is lunch on the said date and last meal is afternoon snacks of April 29. Opening program will start at 1:00 pm.
4. The criteria for selecting the National Trainer are as follows:
 - a. has served as a K to 12 trainer;
 - b. is at least a National Certificate II (NC II) holder;
 - c. possess excellent communication and facilitation skills;
 - d. be physically and mentally fit; and
 - e. preferably have a Trainers Methodology (TM) Certificate although not required.
5. Kindly send the names of recommended National Trainers using the attached form (Attachment 4) to ma.navve@deped.gov.ph on or before April 21, 2016.

For guidance and strict compliance.

Attachment 1

**SHS NATIONAL TRAINING OF TRAINERS (NTOT)
SUMMARY of the NUMBERS of Participants
By Training and by Region**

Region	Number of NTOT Participants	
	TVL	Common Topics
I	18	51
II	11	31
III	26	99
IV-A	24	123
IV-B	12	37
V	25	64
CAR	5	16
NCR	10	91
VI	13	46
VII	19	55
VIII	15	48
NIR	12	45
IX	10	32
X	10	37
XI	11	40
XII	14	39
CARAGA	8	26
ARMM	4	23
TOTAL	247	903

Attachment 2

SHS National Training of Trainers (NTOT)
Common Topics
DepEd Ecotech Center, Sudlon, Lahug, Cebu City

Billeting Assignments by Region

Region	No. of Pax	Service Provider
I	51	Ecotech Center
II	31	Ecotech Center
III	99	Ecotech Center
IV-A	123	Hotel Fortuna
IV-B	37	Golden Valley Hotel
V	64	Golden Valley Hotel
CAR	16	Hotel Fortuna
NCR	91	Hotel Fortuna
VI	46	Golden Valley Hotel
VII	55	Golden Valley Hotel
VIII	48	Golden Valley Hotel
NIR	45	Hotel Fortuna
IX	32	Ecotech Center
X	37	Hotel Fortuna
XI	40	Hotel Fortuna
XII	39	Ecotech Center
CARAGA	26	Ecotech Center
ARMM	23	Ecotech Center

**SHS NATIONAL TRAINING OF TRAINERS
TECHNICAL-VOCATIONAL LIVELIHOOD (TVL) TRACK**
Development Academy of the Philippines, Tagaytay City
April 24-29, 2016

LIST OF CHIEF TRAINERS

Name of Chief Trainers	Office/School, Region	Strand/Cluster
		Applied Subjects
1. Ms. Gina Labor-Oblerna	Don A. Roces Science and Technology School, Quezon City	English for Academic and Professional Purposes
2. Mr. Virgilio Santos	DepEd San Juan City	Practical Research 1
3. Ms. Christie Alvarez	DepEd Regional Office Region 5	Practical Research 2
4. Ms. Teresa Barcelo	Antipolo National High School, Antipolo City	Filipino sa Piling Larangan
5. Ms. Marites Romen	Rizal Experimental Station and Pilot School for Cottage Industries (RESPSCI), Pasig City	Empowerment Technologies
6. Mr. Rene Delfino	Muntinlupa Business High School, Muntinlupa City	Entrepreneurship
7. Mr. Marino Cueto	Division of Calapan City	Inquiries, Investigations and Immersions
		TVL Specializations
8. Ms. Cristina Soliven	Rizal Experimental Station and Pilot School for Cottage Industries (RESPSCI), Pasig City	Cluster 1: 1. Beauty/Nail Care NC II 2. Hairdressing NC II & III 3. Barbering NC II 4. Cookery NC II 5. Bread and Pastry Production NC II 6. Commercial Cooking NCIII 7. Food and Beverage Services NC II 8. Bartending NC II 9. Dressmaking NC II 10. Tailoring NC II 11. Fashion Design NC III
9. Ms. Agnes Tadeo	Guiguinto Vocational High School, Bulacan	
10. Mr. Jeffrey de Guzman	Batasan High School, Quezon City	Cluster 2: 1. Wellness Massage NC II 2. Caregiving NC II 3. Housekeeping NC II 4. Front Office Services NC II 5. Contact Center Services NC II 6. Medical Transcription NC II 7. Events Management Services NC III
11. Ms. Diana Jean Delagon	Gen. Mariano Alvarez Technical High School, Cavite	

Name of Chief Trainers	Office/School, Region	Strand/Cluster
12.Ms. Lowella Margallo	Commonwealth High School, Quezon City	Cluster 3: 1. Travel Services NC II 2. Tour Guiding Services NC II 3. Tourism Promotion Services NC II 4. Attractions and Theme Parks Tourism NC II 5. Handicraft-Basketry, Macrame 6. Handicraft-Needlecraft 7. Handicraft-Fashion Accessories and Paper Craft 8. Handicraft: Woodcraft, Leathercraft
13.Mr. Romeo Endraca	DO Cavite	Cluster 4: 1. Crop Production NC I 2. Landscape Installation and Maintenance NC II 3. Organic Agriculture Production NC II 4. Pest Management NC II 5. Rice Machinery Operation NC II 6. Horticulture NC II and III 7. Agricultural Crop Production NC III 8. Rubber Processing NC II 9. Rubber Production NC II
14.Dr. Joel Vasallo	Balagtas National Agricultural High School, Bulacan	
15.Mr. Richard Talaid	Rogongon Agricultural High School, Iligan City	
16.Ms. Marites Serrano	Siniloan National High School, Laguna	Cluster 5: 1. Animal Production NC II (Poultry Chicken, Swine, Ruminants) 2. Artificial Insemination NC II (Swine, Large Ruminants) 3. Slaughtering Operation NC II 4. Animal Health Care and Management NC III 5. Food Processing NC II
17.Ms. Jolie Amansec	Ma. Aurora National High School, Aurora	
18.Mr. Teddy Aquino	Binmaley School of Fisheries, Pangasinan	Cluster 6: 1. Aquaculture NC II • Fish Nursery Operation NC II • Fish or Shrimp Grow Out Operation (non-NC) 2. Fishport/Wharf Operation NC I 3. Fish Products Packaging NC II 4. Fishing Gear Repair and Maintenance NC III
19.Mr. Leo Moral	Obando School of Fisheries, Bulacan	

Name of Chief Trainers	Office/School, Region	Strand/Cluster
20.Mr. Julius Jardiolin	Villegas Vocational High School, Manila	Cluster 7: 1. Automotive Servicing NC I and II 2. Driving NC II 3. Motorcycle/Small Engine Servicing NC II
21.Mr. Felipe Epe	Tagum National Trade School, Tagum City	Cluster 8: 1. Carpentry NC II and III 2. Construction Painting NC II 3. Plumbing NC I and II 4. Masonry NC II 5. Tile Setting NC I
22.Mr. Arnold Mendoza	Gen. Mariano T. Alvarez Technical High School, Cavite	
23.Ms. Juliet Jumaauay	San Pedro Relocation Center NHS, Laguna	Cluster 9: 1. Consumer Electronics Servicing NC II 2. Instrumentation and Control Servicing NC II 3. Mechatronics Servicing NC II 4. Machining NC II 5. Electrical Installation and Maintenance NC II 6. Electric Power Distribution Line Construction NC II 7. Transmission Line Installation and Maintenance NC II
24.Mr. John Tabuzo	Froilan Lopez Technical-Vocational High School, Camarines Norte	
25.Mr. Marvin Mendoza	Community Vocational High School, Calapan City	
26.Mr. Mario Bulanadi	Benigno "Ninoy" Aquino National High School, Makati	Cluster 10: 1. Refrigeration & Airconditioning NC II 2. RAC-PACU/CRE Servicing NC II 3. Shielded Metal Arc Welding NC I & II 4. Gas Metal Arc Welding NC II 5. Gas Tungsten Arc Welding NC II
27.Mr. Jeffrey Morenos	AFG Bernardino Memorial Trade School, Bulacan	
28.Mr. John Christian Valdivia	Siniloan National High School, Laguna	Cluster 11: 1. Computer Hardware Servicing NC II 2. Broadband Installation - Fixed Wireless Systems NC II 3. Telecom OSP and Subscriber Line Installation-Copper Cable NC II 4. Telecom OSP Installation-Fiber Optic Cable NC II 5. Illustration NC II 6. Technical Drafting NC II 7. Animation NC II
29.Ms. Alma Café	Lupon Vocational High School, Davao Oriental	
30.Mr. Deover Pasco	Tagum National Trade School, Tagum City	