



Division Memorandum
February 5, 2016

**VENUE AND OTHER REMINDERS FOR THE GRADE 5 NATIONAL TRAINING OF TRAINERS
(NTOT) for VISAYAS CLUSTER**

TO : Mrs. Elvira Diones, Principal, LOCMES, Sibulan North (for English)
Mrs. Shiela Cadimas, Teacher, DCCTES, Mabinay 2 (for Filipino)
Dr. Emelyn Bolongaita, Principal, Tayasan CES, Tayasan (for Science)
Mrs. Susan Austero, Principal, San Miguel ES, Bacong (for Science)
Dr. Antonieta Merced, Teacher, Puhagan ES, Valencia (for Math)
Mrs. Rodita Plaza, Principal, San Francisco ES, Sta. Catalina North 2 (for AP)
Dr. Beda Jovenciana Davad, Principal, Zamboanguita CES, Zamb. (for AP)
Mrs. Melba Real, Principal, Sibulan CES, Sibulan South (for EsP)
Miss Marian Banabana, Teacher, Maningcao ES, Sibulan North (for EsP)
Mrs. Rosa Leah Dagoy, Principal, Valencia CES, Valencia District (for ICT/Entrep/HE)
Mrs. Marilou Sarte, Principal, Isugan ES, Bacong (for Agri/IA)
Mrs. Agnes Almagro, MT, FTMS, Siaton East (for MA)
Miss Remedios Jaro, MT, Zamboanguita (for MA)
Mr. Alfien Divinagracia, Teacher, Sibulan CES, Sibulan North (for PEH)
Mrs. Elisa Baguio, PSDS, Sta. Catalina North 2 (for PEH)
Mrs. Ieny Socorro, Principal, Mabinay CES, Mabinay 1 (for Agri/IA)
Mr. Antonio Baguio, PSDS, Sta. Catalina North 1 (for Agri/IA)

Per fax message sent by Director Marilyn D. Dimaano to the Regional Directors, you are hereby advised to take note of the function rooms assigned per learning area:

Learning Area	Function Hall
Mathematics	2 nd Floor Dining Hall
Science	1 st Floor Dining Hall
English	Narra 2
Filipino	Narra 1
Music & Arts	Dining Hall, Annex
Araling Panlipunan	Molave 1
Edukasyon sa Pagpapakatao	Kamagong
Edukasyong Pantahanan at Pagkabuhayan	Applied Nutrition Center (ANC) Banilad (Function Rms 1 & 2)

All participants are required to be at the venue for the following pre-training activities:

Activity	Venue	Date
Registration	EPP: Pavilion Hall, Ecotech Other Learning Areas: Report to the Assigned Function Hall	February 7, 2016 (First meal to be served is LUNCH)
Opening Program	Plenary at the PAVILION HALL	

Travel expenses of the shall participants going to the venue shall be reimbursed during the training using the HRTD funds **upon presentation of complete travel documents** (duly accomplished itinerary of travel, travel authority signed by the Regional Director, receipts, etc.) Travel expenses going back to the residence shall be charged to the HRTD funds downloaded to school division office for the activity.

For your compliance.


LELANIE T. CABRERA, CESE
OIC-Schools Division Superintendent

LTC/enc

2016

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REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
REGION VII, CENTRAL VISAYAS
Sudlon, Lahug, Cebu City



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REGIONAL MEMORANDUM

No. , s. 2016

**VENUE AND OTHER REMINDERS FOR THE GRADE 5 NATIONAL
TRAINING OF TRAINERS (NTOT)**

To : Schools Division Superintendents/OICs
Regional Chiefs

1. Enclosed is a message from Dir. Marilyn D. Dimaano, Director IV, Bureau of Elementary Education-Staff Development Division, re **Venue and other Reminders for the Grade 5 National Training of Trainers (NTOT)**, for your appropriate action.
2. For details, refer to the attached communication.
3. Immediate dissemination of this Memorandum is highly desired.

JULIET A. JERUTA
Director III
Officer-in-Charge

JAJFYA/FCS/mgb

ADVANCE COPY

Office of the Director (ORDir), Tel. Nos.: (032) 231-1433; 231-1309; 414-7399; 414-7325; Office of the Assistant Director, Tel. No.: (032) 255-4542
Field Technical Assistance Division (FTAD), Tel. Nos.: (032) 414-7324 Curriculum Learning Management Division (CLMD), Tel. Nos.: (032) 414-7323
Quality Assurance Division (QAD), Tel. Nos.: (032) 231-1071 Human Resource Development Division (HRDD), Tel. No.: (032) 255-5239
Education Support Services Division (ESSD), Tel. No.: (032) 254-7062 Planning, Policy and Research Division (PPRD), Tel. Nos.: (032) 233-9030;
414-7065 Administrative Division, Tel. Nos.: (032) 414-7326; 414-4367; 414-7366; 414-7322; 414-4567
Finance Division, Tel. Nos.: (032) 255-2374; 253-8061; 414-7321

"ESQ 2015: Karapatan ng Lahat, Pananagutan ng Lahat"



Department of Education

DepEd Complex, Meralco Avenue, Pasig City, Philippines



February 2, 2016

FAX MESSAGE

FOR	REGIONAL DIRECTORS DepEd Regions VI, VII, VIII, IX, X, XI XII, CARAGA REGIONAL SECRETARY, ARMM	FROM	MARILYN D. ORMAÑO Director IV
ATTN	SCHOOLS DIVISION CITY SUPERINTENDENTS	Fax No.	(02)- 637-43-47

SUBJECT: VENUE AND OTHER REMINDERS FOR THE GRADE 5 NATIONAL TRAINING OF TRAINERS (NTOT) FOR VISAYAS AND MINDANAO CLUSTERS

This is to reiterate the conduct of the National Training of Trainers for Grade 5 Teachers on the K to 12 Basic Education Program on February 7-13, 2016 for Visayas Cluster and February 14-20, 2016 for Mindanao Cluster at the ECOTECH Center and Applied Nutrition Center, Cebu City. The function rooms assigned to the learning areas are as follows:

Learning Area	Function Hall
Math	2F New Dining Hall
Science	1F New Dining Hall
English	Narra 2
Filipino	Narra 1
Music & Arts	Dining Hall Annex
P.E. & Health	Executive Dining Hall
Araling Panlipunan	Molave 1
Edukasyon sa Pagpapakatao	Kamagong
Edukasyong Pantahanan at Pangkabuhayan	Applied Nutrition Center (ANC), Banilled Function Rooms 1 & 2

All participants are required to be at the venue for the following pre-training activities:

Cluster	Activity	Venue	Date
Visayas	Registration	EPP: Pavilion Hall, ECOTECH Other Learning Areas: Assigned Function Hall	February 7, 2016 (First meal to be served is lunch.)
	Opening Program	Plenary at the Pavilion Hall	
Mindanao	Registration	EPP: Pavilion Hall, ECOTECH Other Learning Areas: Assigned Function Hall	February 14, 2016 (First meal to be served is lunch.)
	Opening Program	Plenary at the Pavilion Hall	

Travel expenses of the participants going to the venue shall be reimbursed during the training using the HRTD funds upon presentation of complete travel documents (duly accomplished itinerary of travel, travel authority signed by the Regional Director, receipts, etc.). Travel expenses going back to residence shall be charged to HRTD funds downloaded to schools division offices for the activity.

Queries on the aforementioned activity can be communicated with the Bureau of Learning Delivery at telephone numbers 637-29-46/636-4879 or at its email addresses: bee.sdd.2013@gmail.com/ bee_director4@yahoo.com.

Please be guided accordingly.