




Republic of the Philippines
Department of Education
 National Capital Region



REGIONAL MEMORANDUM

ORD-2023- 1232

TO : **SCHOOLS DIVISION SUPERINTENDENTS**

FROM : **JOCELYN DR ANDAYA** 
 Director IV

SUBJECT : **NATIONAL TRAINING OF TRAINERS ON THE NATIONAL READING PROGRAM (Luzon Cluster)**

DATE : November 22, 2023

This is in reference to Memorandum No. DM-CT-2023-391 dated November 17, 2023, signed by Gina O. Gonong, Undersecretary for Curriculum and Teaching, relative to the above-captioned activity, scheduled on November 27- December 1, 2023 at BP International Makiling Los Banos, Laguna, contents of which are self-explanatory, for information and appropriate action.

Enclosed is the official list of participants.

Travel expenses of the participants shall be charged against 2023 BEC Funds subject to usual accounting and auditing rules and regulations. Please see the attached list of documents needed for the reimbursement and submit to CLMD Office upon completion of the activity.

Immediate dissemination of this Memorandum is desired.

Encls: as stated CLMD/ACG2023

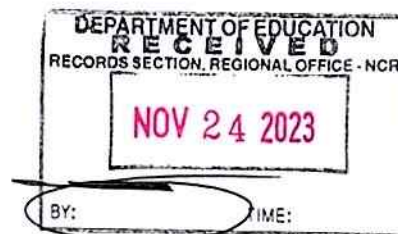
Address: Misamis St., Bago Bantay, Quezon City
 Email address: ncr@deped.gov.ph
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Doc. Ref. Code	RO-ORD-F005	Rev	00
Effectivity	01.26.23	Page	1 of 1



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OFFICIAL LIST OF PARTICIPANTS

NATIONAL TRAINING OF TRAINERS ON THE NATIONAL READING PROGRAM
(Luzon Cluster)
November 27-December 1, 2023

Name of Participants	Division/Office	EPS-Learning Area	Positions
1. Janet S. Cajuguiran	Marikina	English	EPS
2. Annalli B. Salazar	Marikina	Filipino	Principal
3. Rodrigo C. Morales	Paranaque	English	EPS
4. Edwin S. Doria	Paranaque	Filipino	EPS
5. Annabelle H. Nava	Las Piñas	English	EPS
6. Lucy G. Perez	Las Piñas	Filipino	PSDS
7. Annette P. Cristobal	TaPat	English	Schoolhead
8. Jennifer G. Rama	TaPat	Filipino	EPS
9. Adrian C. Hernandez	Mandaluyong	English	Head Teacher
10. Werlito C. Batinga	Mandaluyong	Filipino	EPS
11. Vicente M. Victorio Jr.	Manila	English	EPS
12. Edwin R. Mabilin	Manila	Filipino	EPS
13. Roniko C. Natividad	Manila	English	PSDS
14. Marnelli B. Tolentino	San Juan	English	EPS
15. Eulafel C. Pascual	San Juan	Filipino	EPS
16. Editha D. Baesa	Valenzuela	Filipino	Principal
17. Francia San Miguel	Valenzuela	English	Head Teacher
18. Rodelio Perez Jr	Malabon	English	Principal
19. Romarico P. Lopez	Malabon	Filipino	Principal
20. Joselito E. Calios	Pasig	English	EPS
21. Ma. Teresita E. Herrera	Pasig	Filipino	EPS
22. Gomer O. Agon	Pasig	English	PSDS
23. Jeanne C. Rejuso	Pasay	English	Principal

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24.	Norma B. Jamon	Pasay	Filipino	Principal
25.	Evelyn R. Ramos	Pasay	Filipino	PSDS
26.	Kerwin M. Regis	Quezon City	English	Principal
27.	Ryan Atezora	Quezon City	Filipino	Principal
28.	Janice Balaran	Quezon City	English	Principal
29.	Patrocinia T. Ariate	Quezon City	Filipino	PSDS
30.	Perlita P. Depatillo	Quezon City	English	PSDS
31.	Maria. Hazel B. Hernandez	Muntinlupa	English	Principal
32.	Shella C. Navarro	Muntinlupa	English	Principal
33.	John Albert B. Colle	Muntinlupa	Filipino	EPS
34.	Gemma G. Bernardo	Navotas	English	EPS
35.	Sonia M. Padernal	Navotas	Filipino	Principal
36.	Riza B. Formilleza	Makati	Filipino	Principal
37.	Ma. Mirra L. Alvarez	Makati	English	Principal
38.	Elsa A. Soliva	Makati	English	Principal
39.	Sheila C. Molina	Caloocan	Filipino	EPS
40.	Ma. Helen G. Tamondong	Caloocan	Filipino	PSDS
41.	Paulina Tabuzo	Caloocan	Filipino	Principal

CHECKLIST OF SUPPORTING DOCUMENTS

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TRAVELLING EXPENSES

Name: _____
 Division: _____

List of Documents

Remarks

- ___ 1. Disbursement Voucher (DV) - c/o CLMD _____
- ___ 2. Obligation Request Slip (ORS) - c/o CLMD _____
- ___ 3. Appendix A (Itinerary of Travel) _____
- ___ 4. Appendix B (Certificate of Travel Completed) _____
- ___ 5. Airfare Ticket/e-Ticket and Official Receipt _____
- ___ 6. Bus/Boat Ticket (if applicable) _____
- ___ 7. Boarding Pass (2) _____
- ___ 8. Taxi Fare - RER (for P300.00 above) _____
- ___ 9. Taxi Fare - RER Certification of Expenses (below P 300,00) _____
- ___ 10. Travel Authority _____
- ___ **11. Letter of Invitation (NA)** _____

- ___ 12. DepEd Memorandum/Reference _____
- ___ 13. Certificate of Appearance/Participation _____
- ___ 14. Photocopy of ATM - Landbank Account _____

15. OTHERS:

- a. Certification of no unliquidated cash advance (for CA)* _____
- b. Justification/certification - any deviations in the itinerary* _____
- c. Official Receipt - airfare, etc.* _____
- d. Copy of Liquidation Report* _____

___ 16. Quotation of plane fare for similar dates, from at least three airline companies/travel agencies or its equivalent. In case of less than three quotations, a certification is required signed by the head/Supervisor as per COA Circular Number 2023-04, s. 2023.

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Republic of the Philippines

Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

MEMORANDUM
DM-CT-2023-991

FOR : **REGIONAL DIRECTORS**
MINISTER, Ministry of Basic, Higher and Technical
Education (BARMM)

FROM : 
GINA O. GONONG
Undersecretary for Curriculum and Teaching

SUBJECT : **NATIONAL TRAINING OF TRAINERS ON THE**
NATIONAL READING PROGRAM (Luzon Cluster)

DATE : November 17, 2023

Continuing the efforts of the Department of Education towards a National Reading Program (NRP) that will streamline all existing reading programs and develop the Filipino learners' literacy skills by helping attain reading proficiency according to their level, the **National Training of Trainers on the National Reading Program** shall be conducted from November 27 to December 1, 2023 at the BP International Makiling in Los Banos, Laguna.

The activity aims to:

- ensure that all trainers acquire comprehensive knowledge of the NRP's core principles, methodologies, and key objectives;
- equip trainers with modern pedagogical techniques, interactive teaching methods, and practical exercises tailored specifically for the NRP's curriculum and audience;
- educate trainers about the diverse learning needs and challenges that educators and students across regions might face, preparing them to offer adaptable training solutions;
- ensure trainers are well-acquainted with all the training materials, modules, and curricula associated with the NRP, allowing for consistent delivery of content nationwide;
- enhance trainers' abilities to communicate complex concepts clearly and effectively, ensuring that training participants understand and can replicate the content in their respective contexts;
- train the trainers on how to incorporate and use feedback mechanisms during their sessions, enabling continuous refinement of the training process based on participants' experiences and insights;
- equip trainers with skills and resources to offer ongoing mentorship, guidance, and support to educators as they begin implementing the NRP, ensuring sustained impact; and

- encourage trainers to foster an environment of collaborative learning during their sessions, allowing educators to share insights, challenges, and best practices with their peers.

This will be participated in by select national trainers from each region, who participated in the National Reading Program Orientation of National Training of Trainers (ONTOT) last November 6 to 10, 2023. See attached list of trainers per region in Annex B. They shall further be joined by the members of NRP Technical Working Group (TWG) and sub-TWG (Annex C).

Additionally, regions are requested to identify regional trainers who will also serve as participants in the NTOT, in reference to DepEd Order No. 44, s. 2023 or the "Interim Guidelines for the Quality Assurance and Monitoring and Evaluation of the National Educators Academy of the Philippines Core Programs" for guidance in identifying participants.

The table below determines the number of participants (including the national trainers, the NRP TWG and the sub-TWG):

REGION	NO. OF PAX
Region 1	37
Region 2	27
Region 3	49
Region 4A	51
Region 4B	23
Region 5	35
CAR	25
NCR	41

Board and lodging and travel expenses shall be charged against 2023 BEC Funds downloaded to respective regions, and local funds should there be deficiencies, subject to the usual government accounting and auditing procedures.

Participants are requested to bring their own laptop, extension cord, pocket Wi-Fi, and one sample learning resource for Key Stage 1. The first meal is AM snack on November 27, Monday while last meal is lunch on December 01, Friday. Attached as Annex A is the Program of Activities.

Should you have any questions or concerns, you may coordinate with Ms. Aytte Ferriols, Supervising Education Program Specialist, at ayette.ferriols@deped.gov.ph, and Ms. Cinderella Reginio, Senior Education Program Specialist, at cinderella.reginio@deped.gov.ph, both from the Bureau of Curriculum Development.

For your information.

Copy furnished:

ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations

**ANNEX A
NRP TRAINING MATRIX**

TIME	MONDAY DAY 1	TUESDAY DAY 2	WEDNESDAY DAY 3	THURSDAY DAY 4	FRIDAY DAY 5
08:00 am - 08:30 am	<p align="center"><i>Travel Time from Residence to Venue</i></p> <p align="center"><i>Registration</i></p>	Parallel Sessions: Management of Learning			
08:30 am - 10:00 am		<p>SESSION A2: Implementing the Supplementary Reading Remediation Programs: Approaches and Strategies in Teaching and Assessment</p> <p>SESSION B2: Designing an Effective Instructional Supervision Plan for NRP Execution at School and District Levels</p>	<p>SESSION A3: Implementing the Supplementary Reading Enrichment Programs: Approaches and Strategies in Teaching and Assessment</p> <p>SESSION B4: Utilization of Learning Resources for Effective Reading Instruction</p>	<p>CONTINUATION OF SESSION A4 SESSION B6: Presentation of Instructional Supervision Plan for the NRP</p>	<p>PLENARY SESSION 3: Creating an Effective Implementation and M&E Plan for the NRP within Schools</p>
10:00 am - 12:00 pm		<i>Closing Program</i>			
12:00 pm - 01:00 pm	<i>Lunch Break</i>				
01:00 pm - 02:00 pm	<p align="center"><i>Opening Program</i></p> <p>PLENARY SESSION 1: NRP Policy Orientation</p>	<p>CONTINUATION OF SESSION A2 SESSION B3: Cultivating a Reading Culture and Community Engagement in NRP Implementation</p>	<p>SESSION A4: Implementing the Core Reading Program: Integrating the Teaching of Reading in Other Learning Areas</p> <p>SESSION B5: School- Based NRP Professional Development Program via LAC and Other Modalities</p>	<p>PLENARY SESSION 2: Demo Teaching on the Core Reading Program and Supplementary Reading Remediation and Enrichment Programs</p> <p><i>*to be delivered by fax in the Teacher Training Session; School Leaders to observe</i></p>	<i>Travel Time from Venue to Residence</i>
02:00 pm - 03:30 pm	<p>SESSION A1: Effective Assessment of Learner's Reading Proficiency Level (utilization and simulation of CRLA)</p> <p>SESSION B1: Utilizing Assessment Tools and Results in the NRP</p>				
03:30 pm - 05:00 pm	<i>Program Management Team Debriefing</i>				
07:00 pm - 08:00 pm					

SESSION A: For Teacher Training
SESSION B: For School Leader Training

**ANNEX B
LUZON TRAINERS**

TOPIC	NAME OF TRAINER	POSITION	REGION
A1	Catherine A. Baruela	Principal I	CAR
A2	Christine Heide B. Garcelliano	PSDS	Region IV
	Princess Ann G. Grajo	Principal II	Region V
A3	Sharon Christianie R. Castillo	Principal II	CAR
	Marie Ann C. Ligsay	EPS	Region III
	Marlon P. Daclis	EPS	Region III
A4	Mil Flores Ponciano	PSDS	Region IV-A
	Jerome N. Manansala	Principal I	Region III
B1	Ma. Rosalyn M. Pagtakhan	EPS	Region IV-A
	Noel S. Ortega	EPS	Region IV-A
B2	Marimel Jane Andes	PSDS	NCR
	Chelou D. Lasaca	PSDS	NCR
B3	Joey B. Gutierrez	EPS	MIMAROPA
	Ryan Dulig	PSDS	Region I
B4	Carmen Solayao	EPS	NCR
	Gizelle V. Laud	EPS	NCR
B5	Maricar M. Alamon	PSDS	NCR
	Nimfa A. Gabertan	EPS	NCR
PS3	June L. Abetria	Principal I	Region V
	Albin John A. Lalaguna	Principal I	Region V

**ANNEX C
NRP TWG AND SUB-TWG**

NRP TWG		
JOCELYN DR ANDAYA Chair, NRP TWG		
LEILA AREOLA Co-Chair, NRP TWG		
JENNIFER LOPEZ <i>OIC-Director IV</i> NEAP	ARTURO BAYOCOT <i>Regional Director</i> Region X	RAMIL ILUSTRE <i>Regional EPS</i> Region III
NELIA BENITO <i>Director IV</i> BEA	MARIA INES ASUNCION <i>Regional Director</i> CARAGA	MARCO MEDURANDA <i>SDO EPS</i> SDO Navotas
MARILETTE ALMAYDA <i>OIC-Director IV</i> BAE	LOIDA NIDEA <i>Assistant Regional Director</i> CALABARZON	CHRISTIAN JAY ILAGAN <i>SDO EPS</i> SDO Caloocan
ARIZ DELSON ACAY CAWILAN <i>Director IV</i> BLR	GREGORIO CYRUS ELEJORDE <i>Assistant Regional Director</i> Region IX	MARY ANN LAGUITAO <i>SDO EPS</i> SDO Davao de Oro
External Partnership Service	MELANIE ESTACIO <i>SDS</i> Tagum City	CORAZON CACULITAN <i>Principal III</i> SDO Makati City
Planning Service	MA. CRISELDA OCANG <i>ASDS</i> SDO Pangasinan I	WEDZMER MUNJILUL <i>Head Teacher I</i> SDO Davao City

NRP SUB-TWG		
NAME	POSITION	OFFICE/SCHOOL DIVISION/REGION
Rosalina Villaneza	Chief EPS	TLD BLD
Jejomar Alda	Senior Education Program Specialist	LRPD BLR
Christian Jeff Cariaga	Senior Education Program Specialist	Policy and Quality Assurance Division Bureau of Alternative Education
Dustin Troy Josen	Senior Education Program Specialist	NEAP
John Cavin Rodil	Education Program Specialist	ERD BEA

Ester Futralan	ASDS	SDO Dumaguete City Region VII
Jaypee Lopo	OIC-ASDS	SDO Calamba CALABARZON
Carlos Llamas	Education Program Supervisor	CLMD Regional Office X
Analiza Almazan	Education Program Supervisor	Regional Office XI
Maria Fe Balaba	Education Program Supervisor	Curriculum Implementation Division SDO-Makati City NCR
Jovanny Cornelia	PSDS	Division of Caloocan NCR
Narmela Espedido	Division Reading Focal Person	SDO Davao City Region XI
Hilda Opeña	Division Reading Coordinator	Davao de Oro Division Region XI
Darwin Suyat	Division Reading Coordinator	Tagum City Division Region XI
Chrizzelle Joy Rame	Head Teacher III	Bued National High School SDO1 Pangasinan Region I
Rose Eden Cortez	Head Teacher	San Rafael Technological and Vocational High School Division of Navotas NCR
Jeffrey Louie Macaspac	Head Teacher III	Lubao National High School Division of Pampanga Region III