



Republic of the Philippines  
**Department of Education**  
 NATIONAL CAPITAL REGION



BY: *[Signature]* DATE: 1:15 p.m.

**REGIONAL MEMORANDUM**  
 ORD-2024-1342

**TO :** **MARGARITO B. MATERUM, CESO V**  
 Schools Division Superintendent  
 SDO San Juan City

**HAJJI R. PALMERO**  
 Chief Education Supervisor  
 Human Resource Development Division  
 National Educators Academy of the Philippines -R

**FROM :** **JOCELYN DR ANDAYA** *[Signature]*  
 Regional Director, NCR  
 Concurrent Officer-in-Charge  
 Office of the Assistant Secretary for Operations

**SUBJECT :** **OCULAR VISIT FOR REGIONAL CONFERENCE ON PROGRAM IMPLEMENTATION REVIEW: RTOT, DTOT, AND SBTB BEST PRACTICES FOR MATATAG CURRICULUM - PHASE 1. VENUES**

**DATE :** December 18, 2024

- In reference to the Memorandum dated December 20, 2023, the Office of the Officer-in-Charge, Undersecretary for Human Resource and Organizational Development, the Regional Office through the Human Resource Development Division (HRDD NEAP-R) and Curriculum and Learning Management Division (CLMD) announces the conduct of the Regional Conference on Program Implementation Review: RTOT, DTOT, and SBTB Best Practices for MATATAG Curriculum - Phase 1.
- This memorandum informs and directs concerned personnel to participate in the ocular visit of potential venues for the conference, scheduled on December 26-27, 2024 in Baguio City.
- The Regional Conference on Program Implementation Review aims to promote regional development and showcase local excellence. To ensure the success of this event, an ocular visit is necessary to assess and select suitable venues, specifically:



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- a) Assess potential venues' suitability and capacity;
  - b) Evaluate logistical and technical requirements; and
  - c) Identify potential challenges and solutions.
4. Attached is the list of personnel who will participate in the ocular visit of venues for the Regional Conference on Program Implementation Review: RTOT, DTOT, and SBTT Best Practices for MATATAG Curriculum - Phase 1.
5. This Memorandum shall likewise serve as the official travel authority document of the participants.
6. Board and lodging, supplies, travel and other incidental expenses of the participants during the ocular visit for Regional Conference on Program Implementation Review: RTOT, DTOT, and SBTT Best Practices for MATATAG Curriculum - Phase 1 shall be charged against the 2024 HRD Funds allotted for MATATAG Curriculum training, subject to the usual accounting and auditing rules and regulations.
7. For questions and concerns, please coordinate with Arren V. Aduan, Education Program Supervisor – HRDD-L&D NEAP(R) at [hrdd.ncr@deped.gov.ph](mailto:hrdd.ncr@deped.gov.ph).
8. Immediate dissemination and compliance of this memorandum is desired.





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**Enclosure 1:**

**PARTICIPANTS TO THE OCULAR VISIT FOR REGIONAL CONFERENCE  
ON PROGRAM IMPLEMENTATION REVIEW: RTOT, DTOT, AND SBTT  
BEST PRACTICES FOR MATATAG CURRICULUM - PHASE 1**

NO.	NAME	POSITION	OFFICE
1	MARGARITO B. MATERUM	Schools Division Superintendent	SDO San Juan City
2	ARREN V. ADUAN	Education Program Supervisor	HRDD NEAP-R
3	RODOLFO J. COLOCAR	Education Program Supervisor	HRDD NEAP-R
4	RICHARD D. VIDAL	Education Program Specialist II	HRDD NEAP-R
5	RODRIGO P. PENARANDA	NEAP Office Staff	NEAP-R
6	RICARDO L. MATAN	NEAP Office Staff	NEAP-R
7	KINO PENARANDA	NEAP Office Staff	NEAP-R