



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF MISAMIS ORIENTAL

UNNUMBERED MEMORANDUM

July 17, 2024

To: SHEILLA B. DIANGO, EPS
GLADYS S. BANAC, EPS
JOEMAR R. SINATAO, P-I
LISA G. AKUT, P-I
REBECCA G. BONGCAWIL, MT-I
LIZEL P. TORILLO, HT-III
CLEMENTE M. ABAO, JR., HT-III

EL M. DELA CRUZ, HT-I
GENNY E. GONZAGA, T-I
DON DHEVID F. LABIS, T-III
JOV CARLO C. COBRADOR, T-III
KEZIAH C. CAÑITE, T-III
IVY B. EASTMAN, T-III
JOHN J. JARAMILLO, T-I

From: **MARY ANN M. ALLERA**
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

Date: **July 21-24, 2024**

Subject: **PARTICIPATION IN THE UPSKILLING OF ENGLISH TEACHERS IN LANGUAGE INSTRUCTION**

1. In reference to Regional Memorandum No. 0439, s. 2024, titled **“Upskilling of English Teachers in Language Instruction”**, you are hereby advised to attend the said training at Margarete Business Hotel, Sayre Highway, Maramag, Bukidnon, on July 21-24, 2024.
2. Participants are eligible to claim service credits for teachers and compensatory time-off for non-teaching personnel as provided in DepEd Order No. 67, s. 1988 and CSC Memo Circular No. 9, s. 1988.
3. Enclosed are the Regional Memorandum No. 0439, s. 2024 and Authority for Official Travel.
4. Travel expenses shall be charged to Division MOOE for division personnel and School MOOE for the school heads and teachers, subject to the usual accounting and auditing rules and regulations.
5. For your information and guidance.

EdLO/MMA/ner/sbd



Address: Del Pilar corner Velez Street, Brgy. 29, Cagayan de Oro City 9000
Tel. Nos.: (088) 881-3094 | Text: 0917-8992245 (Globe)
Website: www.deped.misor.net
Email: misamis.oriental@deped.gov.ph





Control No.

359

Republic of the Philippines
Department of Education
 REGION X - NORTHERN MINDANAO

SCHOOLS DIVISION OF MISAMIS ORIENTAL

AUTHORITY FOR OFFICIAL TRAVEL

Name/s:	SHEILLA B. DIANGO, EPS	EL M. DELA CRUZ, HT-I
	GLADYS S. BANAC, EPS	GENNY E. GONZAGA, T-I
	JOEMAR R. SINATAO, P-I	DON DHEVID F. LABIS, T-III
	LISA G. AKUT, P-I	JOV CARLO C. COBRADOR, T-III
	REBECCA G. BONGCAWIL, MT-I	IVY B. EASTMAN, T-III
	LIZEL P. TORILLO, HT-III	KEZIAH C. CAÑITE, T-III
	CLEMENTE M. ABAO, HT-III	JOHN J. JARAMILLO, T-I
Position/Designation:	Education Program Supervisor, School/Dept. Heads and Teachers	
Permanent Station:	Division of Misamis Oriental	
Purpose of Travel: <i>(must be supported by attachments)</i>	To participate the Upskilling of English Teachers in Language Instruction (RM. No. 0439, s. 2024)	
Host of Activity:	Regional Office- 10	
Inclusive Dates: <i>(Inclusive of Travel Time)</i>	July 21-24, 2024	
Destination:	Margarette Business Hotel, Sayre Highway, Maramag, Bukidnon	
Fund Source:	Division MOOE for DO Personnel, School MOOE for field personnel	

PREPARED BY

I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.

SHEILLA B. DIANGO

Education Program Supervisor

Name and Signature of Requesting Employee

July 17, 2024

Date

RECOMMENDING APPROVAL

This is to certify that the trip of the requesting employee satisfies all the minimum conditions for authorized official travel and that alternatives to travel are insufficient for purpose stated herein.

NORBERTO E. ROSALES

OIC Chief- CID

Name and Signature of Recommending Authority

July 17, 2024

Date

APPROVED

For the Schools Division Superintendent:

MARY ANN M. ALLERA

Assistant Schools Division Superintendent
 Officer-in-Charge

Office of the Schools Division Superintendent

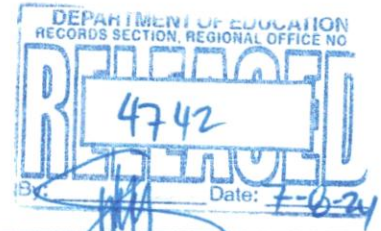
Name and Signature of Approving Authority

July 17, 2024

Date



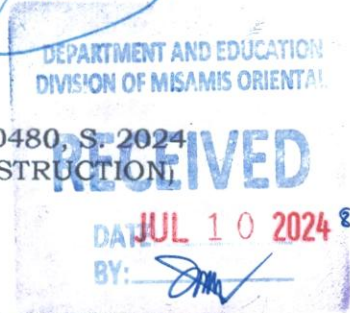
Republic of the Philippines
Department of Education
 REGION X - NORTHERN MINDANAO



July 5, 2024

REGIONAL MEMORANDUM
 No. 0494, s. 2024

UPDATES REGARDING REGIONAL MEMORANDUM: NOS. 0439 and 0480, S. 2024
 (REGIONAL UPSKILLING OF ENGLISH TEACHERS IN LANGUAGE INSTRUCTION)



To: Schools Division Superintendents
 All Others Concerned

1. The following is an update regarding the attached **Regional Memorandum: Nos. 0439 and 0480, s. 2024** on the upcoming **Regional Upskilling of English Teachers in Language Instruction** at Margarett Business Hotel, Sayre Highway, Maramag, Bukidnon, on July 22-24:

a. **The participants shall be entitled to claim compensatory time-off (CTO) and/or service credits, whichever is applicable, when any of the training schedules fall during declared holidays, regular official holidays, and weekends.**

2. All other provisions in RM 0439 and 0480, s. 2024 remain the same.

3. This Office directs the immediate and wide dissemination of this Memorandum.

DR. ARTURO B. BAYOCOT, CESO III
 Regional Director

ATCH.: As stated
 To be indicated in the Perpetual Index
 under the following subjects:

ENGLISH TRAINING PROGRAMS

CLMD/moon



Address: DepEd Regional Office X, Zone 1, Upper Balulang, Cagayan de Oro City
 Telephone No: (088) 881-3137
 Email: region10@deped.gov.ph
 Website: r10.deped.gov.ph

Doc. Ref. Code	RO-ORD-F013	Rev	01
Effectivity	01.22.24	Page	1 of 1



24-120761

Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO

July 4, 2024

REGIONAL MEMORANDUM

No. 0400 s. 2024

UPDATES REGARDING REGIONAL MEMORANDUM NO. 439, S. 2024
(UPSKILLING OF ENGLISH TEACHERS IN LANGUAGE INSTRUCTION)

To: Schools Division Superintendents
All Others Concerned

1. The following are updates regarding the attached **Regional Memorandum No. 439, s. 2024** on the upcoming **Upskilling of English Teachers in Language Instruction**:

- a. Title: Regional Upskilling of English Teachers in Language Instruction
- b. Cohost Division: Division of Valencia City
- c. Dates: July 22-24, 2024
- d. Venue: Margarette Business Hotel, Sayre Highway, Maramag, Bukidnon
- e. First Meal (Dinner - July 21); Last Meal (Lunch - July 24)
- f. Attire:
 - i. RTWG/Resource Speakers: Day 1 (MATATAG Green), Day 2 (MATATAG White), Day 3 (Regional Polo Shirt)
 - ii. Participants: Day 1 (Any Division-designed Polo Shirt), Day 2 (Any Casual Attire Reflecting the Division's Color), Day 3 (Regional Polo Shirt)
- g. Requirements: Laptop, Extension Wire, Portable WiFi Connection
- h. Additional Participants from the Regional Office (RO):
 - i. One representative from the Quality Assurance Division (QAD)
 - ii. Two representatives from the Office of the Regional Director - Public Affairs Unit (ORD-PAU)
 - iii. One representative from the Office of the Regional Director (ORD)

2. All other provisions in RM 439, s. 2024 remain the same.

3. Please complete the requested details via Google Sheet at <https://shorturl.at/QDu1A>.

4. This Office directs the immediate and wide dissemination of this Memorandum.


DR. ARTURO B. BAYOCOT, CESO III
Regional Director

ATCH.: As stated
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under the following subjects:

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Republic of the Philippines
Department of Education
 REGION X - NORTHERN MINDANAO

DEPARTMENT OF EDUCATION
 4196
 6-20-24
 24-114682

June 18, 2024

REGIONAL MEMORANDUM

No. **6439** s. 2024

UPSILLING OF ENGLISH TEACHERS IN LANGUAGE INSTRUCTION

To: Schools Division Superintendents
 All Others Concerned

1. Following **Memorandum DM-CT-2023-388** and **Regional Memorandum No. 732, s. 2023**, this Office will facilitate the **Upskilling of English Teachers in Language Instruction** in Valencia City, Bukidnon, on July 17-19.

2. The participants in this training are the English education program supervisors from the Regional Office (RO) and the 14 Schools Division Offices (SDOs) and 12 English teachers from each of the SDOs who must not be involved in the MATATAG Training or National Learning Camp (NLC).

3. The participants' travel expenses shall be charged to local funds while their accommodation and food expenses and other incidentals shall be charged to the Basic Education Curriculum (BEC) funds downloaded to the RO. If insufficient, the downloaded BEC funds shall be augmented by the local funds of the SDOs, subject to the usual government accounting and auditing rules and procedures.

4. The participants shall be entitled to claim compensatory time-off (CTO) when any of the training schedules fall during declared holidays, regular official holidays, and weekends.

5. Attached is the Activity Matrix for reference.

6. This Office directs the immediate and wide dissemination of this Memorandum.


DR. ARTURO B. BAYOCOT, CESO III
 Regional Director

NOTE: As directed,
 To be indicated in the Perpetual Index
 under the following subjects:

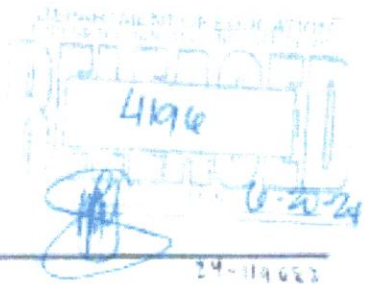
ENGLISH TRAINING PROGRAMS

ADMINISTRATIVE





Republic of the Philippines
Department of Education
 REGION X - NORTHERN MINDANAO



June 18, 2024

REGIONAL MEMORANDUM

No. **0439** s. 2024

UPSILLING OF ENGLISH TEACHERS IN LANGUAGE INSTRUCTION

To: Schools Division Superintendents
 All Others Concerned

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DR. ARTURO B. BAYOCOT, CESO III
 Regional Director

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ADMINISTRATIVE

