



Republic of the Philippines  
Department of Education  
Region VIII  
**SCHOOLS DIVISION OF CALBAYOG CITY**  
Calbayog City

18 May 2026

**DIVISION MEMORANDUM**  
NO. 215, s. 2026

**UPDATES IN THE CONDUCT OF DIVISION-LED TRAINING OF TEACHERS  
ON THE REVISED GRADES 6, 9 & 10 CURRICULUM**

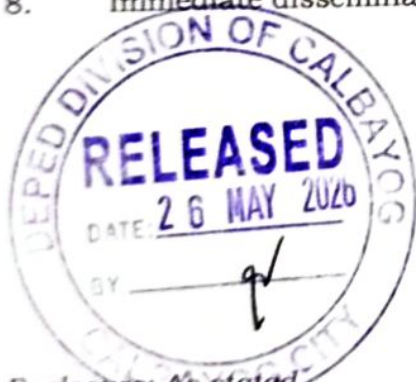
TO: Assistant Schools Division Superintendent  
CID and SGOD Chiefs  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elem & Sec School Heads  
Section/Unit Heads  
All Others Concerned

1. In reference to Division Memo No. 157, s. 2026 dated April 6, 2026, this Office, announces important updates in the conduct of the four-day live-out Division-Led Training of Teachers on the Revised Grades 6, 9 & 10 Curriculum to be conducted in San Policarpo National High School, Annex & Main Buildings.
2. The timeline on the implementation of this activity are as follows:

Date	Activity	Venue	Persons Involved/ Responsible
May 28-29, 2026	Planning & Coordination Conference	Function Hall, Calbayog City National High School	Training Team, Program Management Team
June 11-14, 2026	Division-Led Training of Teachers on the Revised Grades 6, 9 & 10 Curriculum	Annex & Main Buildings, San Policarpo National High School	Training Team, Program Management Team
June 15-19, 2026	Monitoring on the implementation of the Grades 6, 9 & 10 Curriculum	Elementary and Secondary Schools of Calbayog 1, 2 & 3 Districts	SGOD-HRDS Personnel, SMME Personnel, PSDSs, EPSs, 2 chiefs (SGOD & CID)
June 22 -26, 2026		Elementary and Secondary Schools of Calbayog 4, 5 & 6 Districts	
June 29-30 & July 1-3, 2026		Elementary and Secondary Schools of Oquendo 1, 2 & 3 Districts	

July 6 - 10, 2026		Elementary and Secondary Schools of Tinambacan 1, 2 & 3 Districts	
Quarter 4 of SY 2026 - 2027	Monitoring on the implementation of the Grades 6, 9 & 10 Curriculum	Other Elementary and Secondary Schools	SGOD-HRDS Personnel, SMME Personnel, PSDSs, EPSs, 2 chiefs (SGOD & CID)

3. Due to inadequate number of participants allotted to our Schools Division Office by the DepEd Central Office, there are identified teacher-participants teaching Grades 6, 9 & 10 Curriculum across all subject areas as additional participants on this activity.
4. Attachments herein are the Enclosure No. 1 - Shortlist of Participants; Enclosure No. 2 - Shortlist of Training Team; Enclosure 3 - Shortlist of Program Management Team; and Enclosure No. 4 - Matrix of Activities for the Planning and Coordination Conference.
5. The teacher-participants are entitled for a 3-day service credits while the teaching-related and non-teaching personnel are to receive a 3-day Compensatory Time Off on the service rendered during holiday, Saturday and Sunday.
6. The rest of the provisions stipulated in the previous Memorandum in consonance with this issuance shall remain in effect.
7. Expenses for food, training materials and other expenses of the additional teacher-participants, and the food in the conduct of the Planning and Coordination Conference are charged to FY 2026 HRTD Fund, subject to accounting and auditing rules and regulations.
8. Immediate dissemination of and compliance with this Memorandum are desired.



for: *[Signature]*  
**MARGARITO A. CADAYONA JR., PhD, CESO VI**  
*in* Schools Division Superintendent  
 S.O. # 31 S. 2026 *[Signature]*

Enclosure: As stated  
 Reference: As stated

To be indicated in the Perpetual Index under the following subjects:

**HRTD-TRAINING**

**REVISED CURRICULUM**

MarShaTeam/sgod-hrds/ 18May2026



**SHORTLIST OF TRAINING TEAM****Division-Led Training of Teachers on the Revised Grades 6, 9 & 10 Curriculum**

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GMRC	1	Nelson R. bello	M	EPS	SDO-CID	<a href="mailto:nelson.bello@deped.gov.ph">nelson.bello@deped.gov.ph</a>
<b>REGIONAL TRAINERS - GRADE 10</b>						

ENGLISH	1	Samuel A. Repelente	M	MT III	CADSEV	<a href="mailto:samuel.repelente@deped.gov.ph">samuel.repelente@deped.gov.ph</a>
Aralin Panlipunan	1	Jeneth M. Alfaro	F	MT II	Oquendo NHS	<a href="mailto:jeneth.alfaro@deped.gov.ph">jeneth.alfaro@deped.gov.ph</a>
GMRC	1	Marjorie L. Cababat	F	MT I	CCNHS	<a href="mailto:marjorie.cababat@deped.gov.ph">marjorie.cababat@deped.gov.ph</a>
<b>REGIONAL TRAINERS - GRADE 9 &amp; 10</b>						
AFA-Crop Production	1	Jonas Vergel P. Catorce	M	T II	RLMSF	<a href="mailto:jonas.catorce@deped.gov.ph">jonas.catorce@deped.gov.ph</a>
Aqua Culture	1	Arturo G. Gabin	M	T III	RLMSF	<a href="mailto:arturo.gabin@deped.gov.ph">arturo.gabin@deped.gov.ph</a>
	2	Edelebrto A. Ventura	M	T V	RLMSF	<a href="mailto:edelberto.ventura@deped.gov.ph">edelberto.ventura@deped.gov.ph</a>
Fish Capture	1	Wilson R. Catarin	M	T V	RLMSF	<a href="mailto:wilson.catarin@deped.gov.ph">wilson.catarin@deped.gov.ph</a>


SUBJECT AREA FOCALS to lead the subject area preparation and reporting of feedback.


FILIPINO	Dr. Lourdes L. Matan, EPS (Filipino)					
ENGLISH	Samuel A. Repelente, MT 3/TIC					
SCIENCE	Dr. Milaner R. Oyo-a, P4					
MATH	Rolando M. Lacbo, P3					
ARALING PANLIPUNAN	Maricel C. Cabrillas, MT3					
MAPEH	Dr. Rinalyn C. Beso, MT2/TIC					
TLE	Anabelle O. Yangzon, PSDS					

Prepared by:


  
**MARITA P. SENOLOS**  
*Senior Education Program Specialist*  
*Human Resource Development*

Recommending Approval:

  
**AVELINA P. TUPA, EdD**  
*OIC-Chief, SGOD*

  
**RENATO S. CALOMOC, EdD, DM**  
*Chief, CID*

APPROVED:

  
**MARGARITO A. CADAYONA, JR., PhD, CESO VI**  
*Schools Division Superintendent*

### SHORTLIST OF PROGRAM MANAGEMENT TEAM

<b>Name of Personnel</b>	<b>Office/ Unit</b>	<b>Role</b>	<b>Terms of Reference</b>
<b>Dr. Margarito A. Cadayona, CESO VI</b>	OSDS	Chairperson	Oversees the implementation of the entire training program
<b>Dr. Jun-Nilou D. Dulfo</b>	OSDS	Co-Chairperson	Oversees the implementation of the entire program
<b>Dr. Avelina P. Tupa</b> <i>OIC- Chief</i>	SGOD	Program Manager	<ul style="list-style-type: none"> <li>▪ Oversees the implementation of the program</li> <li>▪ Supervises the PMT to ensure that all processes are carried out and outputs delivered according to standards</li> </ul>
<b>Marita P. Senolos</b> <i>SEPS (HRD)</i>	HRDS	Co-Program Manager	<ul style="list-style-type: none"> <li>▪ Orients the PMT and the resource persons/subject matter experts on their terms of reference and the details of the program design</li> <li>▪ Conducts debriefing with the PMT and resource persons/subject matter experts</li> <li>▪ Leads in crafting the PD Program Completion Report</li> </ul>
<b>Dr. Renato S. Cagomoc</b> <i>Chief</i>	CID	Learning Manager	<ul style="list-style-type: none"> <li>▪ Ensures that the program is carried out based on the detailed design in collaboration with the resource persons/subject matter experts</li> <li>▪ Prepares and maintains a conducive learning environment by facilitating unfreezing, leveling of expectations, and norm-setting activities by addressing emerging learning needs</li> <li>▪ Facilitates the integration session at the end of the intervention, including preparation of Workplace Application Project (WAP) Plan</li> <li>▪ Ensures the Level 2 (Learning) evaluation is conducted</li> <li>▪ Prepares and sends communication to participants' supervisors regarding program completion and the importance of WAP</li> </ul>

<b>Monitors</b>	CID/ SGOD	EPSAs, PSDSAs	<ul style="list-style-type: none"> <li>Serves as QAMR on the conduct of each session by class and by subject area</li> <li>Give feedback/report to the Secretariat on the status of the sessions of the class monitored</li> </ul>
<b>Resource Persons/ Learning Facilitators</b>	CID	Learning Area Experts	<ul style="list-style-type: none"> <li>Applies effective presentation and facilitation techniques in conducting assigned sessions</li> <li>Provides expert content input during learning sessions</li> </ul>
<b>Class Managers</b>	<ol style="list-style-type: none"> <li>Marianita Bejasa</li> <li>Joseph Catarus</li> <li>Ma. Rhoda Cruda</li> <li>Arnel Ignacio</li> <li>Julie Ann Jabonete</li> <li>Reezel Progella</li> <li>Ken Elben Puralan</li> <li>Elexis Ruiz</li> <li>Ria Senales</li> <li>Jonathan Tan</li> <li>Jenelyn Tendido</li> <li>Eugenio Abajo</li> <li>Merardo Comayingking</li> <li>Gene Dominic Gutierrez</li> <li>Rodrigo Ventures</li> <li>Nikko Quintana</li> <li>Irene Paghunasan</li> <li>Analyn Bautista</li> <li>Cecilia Nardo</li> <li>Maximo Pacho</li> <li>Lorena Evardone</li> <li>Jesebel Festin</li> <li>Jason Panes</li> <li>Maricel Merencillo</li> </ol>	Documentation and Secretariat	<ul style="list-style-type: none"> <li>Documents the proceedings of the learning sessions using the prescribed documentation template</li> <li>Takes photos of the different parts of the program delivery</li> <li>Attends to the registration needs of participants</li> <li>Ensures that participants fill-out the attendance sheets every day</li> <li>Prepares a directory of participants based on the registration forms</li> <li>Assists in the distribution of learning materials and supplies</li> <li>Assists in posting and collection of sessions outputs</li> <li>Compiles session documents and learning resource materials</li> <li>Report to subject area focals for feedback, issues and concerns encountered in the classroom.</li> </ul>
<b>Marita P. Senolos</b> <i>SEPS (HRD)</i> <b>Sharon D. Balsa</b> <i>EPS II (HRD)</i> <b>Greggy Bec C.</b> <i>Obong-ADA VI</i> <b>Glenn C. Portura, ADAS III</b> <b>Ma. Nannette T. Eman, ADAS II</b> <b>Leah D. Balane, AO II</b>	SGOD-HRDS, CID, OSDS, Host School	Training Coordinators and Staff	<ul style="list-style-type: none"> <li>Oversee all finance-related concerns of the program, including the efficient allocation and timely release of funds, as well as the documentation for liquidation</li> <li>Initiates procurement processes of resources, materials and relevant services and perform relevant services and perform a follow-up fund disbursement with appropriate offices</li> <li>Monitors and documents all disbursements against the budget to support liquidation</li> </ul>

<p><b>Marita P. Senolos</b> SEPS (HRD) <b>Sharon D. Balza</b> EPS II (HRD)</p>	<p>HRDS</p>	<p>CPD Focal Persons</p>	<ul style="list-style-type: none"> <li>▪ Liquidates all fund disbursements and prepares a financial report as input to the PD Program Completion Report</li> <li>▪ Ensures the quality, adequacy, and availability of facilities, equipment, supplies and materials, vehicles and other resources to support the successful implementation of the program</li> <li>▪ Leads ocular inspection of the venues to ensure adherence to standards and specifications</li> <li>▪ Checks that session rooms are always ready for use and conducive for learning</li> <li>▪ Prepares the PD application for CPD accreditation</li> <li>▪ Prepares the completion report and its attachments for submission to PRC via CPDAS</li> </ul>
<p><b>Oscar D. Billate, Jr.</b> EPS-SGOD <b>Rosalía M. Rivera</b> SEPS (SMME) <b>Asther E. Bachar</b> EPS II (SMME) <b>Robert Anthony F. Ygrubay</b> MT II/ M&amp;E Coordinator-Designate <b>Eric R. Doroja</b> PDO III/ DRRM <b>Engr. Jordan B. De Veyra</b> Division Engineer <b>Gary H. Ballon</b> ITO 1 <b>Drixel Idol R. Ortega</b> ADAS III</p>	<p>SGOD SMME, Physical Facilities, DRRM, ICT Services</p>	<p>M &amp; E Officers</p>	<ul style="list-style-type: none"> <li>▪ Implements the M&amp;E Plan in collaboration with the PMT</li> <li>▪ Applies process observation and prescribed tools to monitor</li> <li>▪ Administers and analyzes the results of the Level 1 evaluation which is to be presented during the debriefing</li> <li>▪ Assists the Learning Manager in administering and analyzing the results of the Level 2 evaluation</li> <li>▪ Prepares Levels 1 and 2 M&amp;E Analysis and submit to Program Manager for the inclusion in the PD Program Completion Report</li> </ul>

**Dr. Arlene C. Catalan**  
*Medical Officer and Division Nurses*

Health & Nutrition Section

Health Officers

- Collaborates with the PMT to integrate health and safety considerations into logistical and operational planning
- Provides on-site medical support and first aid services
- Manages health-related incidents and coordinates emergency response including referral to appropriate healthcare facilities, if needed
- Maintains records of health incidents, medical interventions provided and compliance with health standards
- Oversee the entire venue readiness on the conduct of the training program

**Reynaldo T. Bernales, PSDS and other school heads in Calbayog 5 District**

Host District PSDS

Venue Logistics and Management

**Romeo D. Castante, P4 and School Faculty and Staff**

Host School Head

**PLANNING & COORDINATION CONFERENCE  
in the Conduct of Division-Led Training of Teachers on the  
Revised Grades 6, 9 & 10 Curriculum**

Date : May 28-29, 2026

Venue: Function Hall

Calbayog City National High School

**MATRIX OF ACTIVITIES**

<b>Time/Day</b>	<b>Day 1</b>	<b>Day 2</b>
8:00 a.m. - 8:30 a.m. 8:31 a.m. - 10:00 a.m.	Arrival/ Registration  <b>Opening Program/Preliminaries</b> By: ✓ <b>Sharon D. Balza, EPS II (HRD)</b> ✓ <b>Dr. Avelina P. Tupa, OIC-Chief, SGOD</b>	Management of Learning  <b>Finalization and Presentation of Matrices by Grade Level and by Subject Area</b>  ✓ <b>To be facilitated by the Subject Area Focal</b>
10:01 a.m. - 10:15 a.m. 10:16 a.m. - 11:15 a.m. 11:16 a.m. - 12:00 p.m.	<b>Session 1</b> <b>Walkthrough of the Sessions in the Conduct of the Division-Led Training of Teachers on the Revised Grades 6, 9 &amp; 10 Curriculum</b> <b>By: Dr. Milaner R. Oyo-a, P4</b> <i>Resource Package Writer/Resource Person of the Grade 6, 9 &amp; 10 Curriculum Training of Teachers/National Certified Learning Facilitator</i>	Health Break  <b>Preparation of Training Materials by Grade Level by Subject Area</b> <i>By: All the Resource persons in coordination with the class managers &amp; HRD personnel and staff, and other TWGs</i>
12:00 p.m. - 1:00 p.m. 1:01 p.m. - 1:45 p.m. 1:46 p.m. - 2:45 p.m.	Lunch Break  <b>Session 2</b> <b>Discussion on the Critical Issues and Concerns on the Delivery of the Workshop</b> <b>By: Dr. Milaner R. Oyo-a</b> <i>Principal 4</i>	<b>Preparation of Training Materials by Grade Level by Subject Area</b> <i>By: All the Resource persons in coordination with the class managers &amp; HRD personnel and staff, and other TWGs</i>
2:46 p.m. - 3:00 p.m. 3:01 p.m. - 3:15 p.m.	Health Break  <b>Open Forum</b> <b>Sharon D. Balza, EPS II (HRD)</b> <i>Moderator</i>	Health Break  <b>Preparation of Training Materials/Paraphernalia by Grade Level by Subject Area</b> <i>By: All the Resource persons in coordination with the class managers &amp; HRD personnel and staff, and other TWGs</i>
3:16 p.m. - 5:00 p.m.	<b>Workshop on the Plotting of Resource Persons per Session</b> ✓ <b>To be facilitated by the Subject Area Focal</b>  <i>Note: Please see the list of Subject Area Focal attached in the Div. Memo</i>	<b>Agreements/Next Steps Closing Program</b> <b>By: Dr. Avelina P. Tupa</b> <i>OIC-Chief, SGOD</i> <b>Sharon D. Balza</b> <i>EPS II (HRD)</i>

**Prepared by: MARITA P. BENOLOS**  
*Senior Education Program Specialist  
(Human Resource Development)*

**NOTED: AVELINA P. TUPA, EdD**  
*OIC-Chief, SGOD*