



RELEASED

11 FEB 2016

Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region IX, Zamboanga Peninsula  
**SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE**  
Dipolog City 7100

**DIVISION MEMORANDUM**

NO. del, s. 2016

TO : **ANITA D. SUBEBE- EPS** **NANETTE DUKA- MT II**  
**JULIET J. VELASCO- EPS** **LOIDA GIMANG- Principal**  
**ISMAEL K. YUSOPH- EPS** **JONATHAN B. ANGGA- T-I**  
**MICKREL N. DULLER- EPS** **SEAN MASCARDO- T-I**  
**FE G. JEBONE- EPS**  
This Division

FROM : **NATIVIDAD P. BAYUBAY, CESO VI**  
Officer In-Charge  
Office of the Schools Division Superintendent

SUBJECT : **Grade 5 National Training of Trainers (NTOT)**

DATE : February 5, 2016

This has reference to the Regional Office Advisory dated February 1, 2016 to remind the participants of the Grade 5 National Training of Trainers (NTOT) for the K to 12 Basic Education Program which will be on **February 14- 20, 2016** at **ECOTECH Center, Lahug, Cebu City**.

This division hereby directs the concerned personnel to attend the said training. Travel and other incidental expenses of the participants shall be charged to the 2014 continuing Human Resource Training and Development (HRTD) funds subject to the usual accounting and auditing rules and regulations.

Attached are the DepEd Memorandum No. 133, s. 2015, and Venue and Other Reminders for Grade 5 NTOT for Visayas and Mindanao Clusters, for your reference and guidance.

For information and compliance.



February 2, 2016

**FAX MESSAGE**

FOR	<b>REGIONAL DIRECTORS</b> DepEd Regions VI, VII, VIII, IX, X, XI XII, CARAGA <b>REGIONAL SECRETARY, ARMM</b>	FROM	<i>Marilyn D. Dimaano</i> <b>MARILYN D. DIMAANO</b> Director IV
ATTN	<b>SCHOOLS DIVISION/CITY SUPERINTENDENTS</b>	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), Banilad 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: Pavillion Hall, ECOTECH <b>Other Learning Areas:</b> Assigned Function Hall	February 7, 2016 (First meal to be served is lunch.)
	Opening Program	Plenary at the Pavilion Hall	
Mindanao	Registration	EPP: Pavillion Hall, ECOTECH <b>Other Learning Areas:</b> 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 687-29-48/636-4879 or at its email addresses: [bee.sdd.2013@gmail.com](mailto:bee.sdd.2013@gmail.com)/  
[bee\\_director4@yahoo.com](mailto:bee_director4@yahoo.com).

Please be guided accordingly.