



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

October 4, 2021

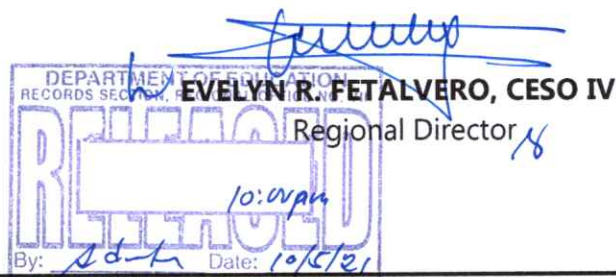
**OFFICE MEMORANDUM**

No. **000501**s. 2021

To: OIC-Chief, CLMD, DepEd Regional Office VIII  
Schools Division Superintendents  
Divisions of Leyte and Tacloban City  
All Others Concerned

**PARTICIPATION TO THE ONLINE INTERNATIONAL TRAINING OF TRAINERS ON EFFECTIVE POLICIES FOR QUALITY TEACHERS IN SOUTHEAST ASIAN COUNTRIES**

1. This Office has received official communication from the United Nations Educational, Scientific and Cultural Organization (UNESCO) inviting the identified participants, whose names are found in the enclosure, to attend the **Online International Training of Trainers on Effective Policies for Quality Teachers in Southeast Asian Countries on October 6-7, 2021** via Zoom through a link which will be shared through the Facebook Group Chat.
2. There is **no registration fee**. All expenses incurred relative to the management of the training shall be shouldered by the organizer.
3. All other details of the activity are found in the above-mentioned official communication.
4. For queries, Mr. Alfredo P. Café, EPS, ALS Focal Person, may be reached at [alfredo.cafe@deped.gov.ph](mailto:alfredo.cafe@deped.gov.ph).
5. Immediate dissemination of and compliance with this Memorandum are desired.



CLMD-APC



Government Center, Candahug, Palo, Leyte  
(053) 832-2997 | [region8@deped.gov.ph](mailto:region8@deped.gov.ph)  
**ISO 9001:2015 Certified**

DepEd RO8 ATA-F16 (CY2018-v03-r00) Page 1 of 2



Enclosure No. 1 to OM 501, s. 2021 dated October 4, 2021 re: **Participation to the Online International Training of Trainers on Effective Policies for Quality Teachers in Southeast Asian Countries on October 6-7, 2021 via Zoom.**

**Official Participants**

No.	Division	Position/ Designation	Name of Pax	Email Address
1.	Curriculum and Learning Management Division, DepEd Regional Office VIII	OIC-Chief	Dr. Rosemarie M. Guino	rosemarie.guino@deped.gov.ph
2.		EPS	Alfredo P. Cafe	alfredo.cafe@deped.gov.ph
3.	Leyte Division	EPS	Marie Joy A. Arias	maryjoy.arias@deped.gov.p
4.		DALSC	Wendeleine V. Yee	wendeleine.yee001@deped.gov.ph
5.		DALSC	Angelo Padal	angelo.padal@deped.gov.ph
6.		DALSC	Marichel G. Triste	marichel.triste@deped.gov.ph
7.		AMT	Jean S. Pulga	jean.pulga@deped.gov.ph
8.		AMT	Belinda A. Kempis	belinda.kempis001@deped.gov.ph
9.		AMT	Marlou P. Intong	marlou.intong001@deped.gov.ph
10.		AMT	Ronald Valeriano	ronald.valeriano@deped.gov.ph
11.		AMT	Ronel F. Espina	ronel.espina@deped.gov.ph
12.		AMT	Jonna Lyn Asilum	jonnalyn.asilum@deped.gov.ph
13.		AMT	Jennifer F. Fellomina	jennifer.fellomina@deped.gov.ph
14.	Tacloban City Division	EPS	Ranulfo I. Baay	ranulfo.baay001@deped.gov.ph
15.		DALSC	Nenita E. Mil	nenita.mil001@deped.gov.ph
16.		DALSC	Rowena A. Pasinio	rowena.pasinio@deped.gov.ph
17.		DALSC	Annie Lyn I. Bacason	annielyn.bacason001@deped.gov.ph
18.		DALSC	Mark Harold Dichosa	markharold.dichosa@deped.gov.ph
19.		AMT	Christy D. Arsolon	cristy.arsolon@deped.gov.ph
20.		AMT	Rhea Mae Villalino	rheamae.villalino@deped.gov.ph
21.		AMT	Ma. Gina Lopez	magina.lopez001@deped.gov.ph
22.		AMT	Geraldine D. Rosanes	geraldine.rosanes001@deped.gov.ph
23.		AMT	Glorinor M. Silleza	glorinor.silleza@deped.gov.ph
24.		AMT	Arlene Q. Lingaolingao	arlene.quintero@deped.gov.ph
<b>Total</b>			<b>24</b>	



Alfredo Cafe <alfredo.cafe@deped.gov.ph>

## Invitation to Training of Trainers on Effective Policies for Quality Teachers in Southeast Asian Countries, 6 & 7 October 2021

**ALQUITRAN, Remegio** <r.alquitrان@unesco.org>

To: Department of Education Region VIII <region8@deped.gov.ph>, Alfredo Cafe <alfredo.cafe@deped.gov.ph>, ROSEMARIE GUINO <rosemarie.guino@deped.gov.ph>, Ranulfo Baay <ranulfo.baay@gmail.com>  
Cc: "Diamhur, Rusyda" <r.rusyda@unesco.org>, "AGARRAO, Maria Karisma Bea" <mk.agarrao@unesco.org>, "Roa, Karen" <k.roa@unesco.org>

Mon, Oct 4, 2021 at 12:18 PM

Dear RD Gemma Ledesma and ALS Focal Persons,

Good day greetings!

This is to respectfully convey to you this invitation from our UNESCO Office Jakarta to invite ALS implementers/teachers to attend this 2-day ToT on Effective Policies for Quality Teachers in Southeast Asian Countries on 6<sup>th</sup> and 7<sup>th</sup> October 2021 via zoom meeting platform.

We encourage you to nominate 20 ALS implementers/teachers- participants , 10 teachers each from Tacloban City Division and Leyte (Palo) Division.

The details of this ToT is in the below email from our colleague and we look forward for the nominated participants to take this opportunity for their own benefit.

We look forward for your positive response to this invitation and we would be happy that ALS implementers/teachers from Region VIII will be able to take part in this learning event.

Respectfully yours,

Remegio (Redj) Alquitrان

National Project Officer (NPO)

UNESCO Jakarta-Better Life for Out-of-School Girls to Fight Poverty and Injustice in the Philippines Project

Email: r.alquitrان@unesco.org

Mobile: +63-0052500834



**From:** Djiamhur, Rusyda  
**Sent:** Monday, 4 October 2021 12:03 PM  
**To:** ALQUITRAN, Remegio <[r.alquitran@unesco.org](mailto:r.alquitran@unesco.org)>  
**Subject:** RE: Invitation to Training of Trainers on Effective Policies for Quality Teachers in Southeast Asian Countries, 6 & 7 October 2021

Dear Sir and Madam,

Warm greetings!

UNESCO Jakarta was reviewing the teaching policy and plans within its cluster countries in 2020. The result shows there have been common challenges in executing teaching policies that could impede the acceleration and achievement of SDG4: Quality Education. The primary obstacle was the lack of opportunities for professional development. Thus, innovative approaches to in-service teacher education are required to ensure that new and existing teachers are appropriately qualified to respond to the challenges, emerging situations, and limitations brought about by the COVID-19 pandemic.

To provide teachers with the knowledge to overcome the challenges, UNESCO Jakarta has developed a Training Manual: From Teacher Policy to Quality Teacher. The manual will assist the teachers in adapting and navigating the challenges associated with the change in the nature of teaching, learning resources, and students and translating them into meaningful teaching and learning experiences. To share this training manual, UNESCO Jakarta will be conducting a "Training of Trainers on Effective Policies for Quality Teachers in Southeast Asian Countries".

We would like to invite you to take part in the "Training of Trainers on Effective Policies for Quality Teachers in Southeast Asian Countries" which will be conducted on:

Date and Time: 6 & 7 October 2021, 09:00 – 11:30 AM Jakarta Time

Zoom Link: <https://unesco-org.zoom.us/j/92864778832> Meeting ID: 928 6477 8832

Passcode: 514508

We are sharing the Concept Note, Draft Training Manual and Pretest Reflection Questions (<https://forms.gle/HeWF4DJV39whWf5X8>) enclosed for your reference. If you have any questions about this event, please contact Mr Gunawan Zakki ([g-zakki@unesco.org](mailto:g-zakki@unesco.org)) with a copy to me ([r.rusyda@unesco.org](mailto:r.rusyda@unesco.org)).

We are looking forward to having your active participation during the ToT.

Thank you and best regards

Project Assistant, EDU/JAK

## CONCEPT NOTE AND AGENDA

### TRAINING OF TRAINERS ON EFFECTIVE POLICIES FOR QUALITY TEACHERS IN SOUTHEAST ASIAN COUNTRIES

6 - 7 OCTOBER 2021

THROUGH ZOOM WEBINAR PLATFORM

#### 1. BACKGROUND

Ensuring inclusive and equitable quality education and promote lifelong learning opportunities for all, as espoused in Sustainable Development Goal 4 (SDG4) would depend first and foremost on the availability of quality teachers. Likewise, strengthening a country's teacher policies and training will satisfy the SDG4 objective, which strives to ensure that no child is left behind in the education system, thus contributing to the nation's overall well-being. Indeed, addressing both concerns of teacher shortages and education quality improvement is a lofty goal for even the most well-intentioned administrations.

UNESCO Jakarta produced a report on the sub-regional review of teachers' policies and plans in 2020. The review's overall conclusion was that there are insufficient professional development opportunities to ensure that new and experienced teachers are adequately equipped with the knowledge and skills necessary to teach effectively in the ever-changing landscape of educational innovation deemed necessary for providing a high-quality education that results in optimal student learning output. Essentially, the review reveals that all five cluster nations; Brunei Darussalam, Indonesia, Malaysia, the Philippines, and Timor-Leste faced difficulties in converting educational plans into actions, particularly in finding and keeping teachers with the necessary abilities. This scenario requires strategic intervention, as it may jeopardise the implementation of SDG4 measures promoting inclusive and high-quality education for all. Thereby, it is critical that coordinated and holistic actions are implemented systemically at the sub-regional level, particularly in light of the unprecedented socioeconomic and environmental challenges we are currently facing, which are primarily driven by post-pandemic effects, accelerating globalisation, and a faster rate of technological development and innovation.

Thus, innovative approaches to in-service teacher education are required to ensure that new and existing teachers are appropriately qualified to instruct in response to the challenges, suggestions, and limitations identified in the Review of Teachers Policy and Plan. The fundamental requirement of this training session is to cultivate teaching reflective practise to make teaching a scholarly endeavour and embrace the concept of Teaching and Learning Scholarship (SoTL). Additionally, the training programme aims to provide teachers with content and methods that can be adapted for navigating challenges associated with revising the nature of teaching, learning resources, and students, as well as translating each country's educational aspirations into meaningful teaching and learning experiences for the next generation.

In order to provide more personalised learning experiences for all participants, this programme will adapt Training for Trainers (ToT) methodologies via the Zoom Webinar Platform and will be accompanied by A Training Manual: From Teacher Policy to Quality Teacher. Additionally, pre- and post-test reflections will be prompted among participants to stimulate and encourage them to reflect, plan, and thus design comprehensive actions aimed at bringing about positive changes in their learners, communities, and beyond through high-quality and inclusive educational opportunities for all.



## 2. OBJECTIVES

The objectives of this online Training of Trainers (ToT) are to:

1. Enhance knowledge and skills on meeting the future challenges and demands in four educational pillars: a) Curriculum Design, b) Learning Design and Delivery, c) Learning Resources and d) Learning Assessment;
2. Strengthen the disposition of being a reflective practitioner through the development of Scholarship of Teaching and Learning (SoTL) on the four educational pillars; and
3. Provide practical, meaningful and reflective learning sessions on the four educational pillars based on respective countries.

## 3. OUTPUTS OF THE TRAINING

The outputs of this online Training of Trainers (ToT) are:

1. Fifty (60) participants will be trained to enhance their knowledge and skills towards quality teaching and learning;
2. Fifty (60) participants will be trained to be more reflective in their educational practices;

## 4. OUTCOMES OF THE E-TRAINING

The outcomes of this online Training of Trainers (ToT) are to:

1. Strengthen teacher's knowledge, skills and dispositions to be reflective practitioner and stimulate continuous quality improvement in teaching and learning;
2. Enrich teacher's experiences in quality teaching and stimulate them to innovatively adapt and design learning within the context of their teaching and learning environment; and
3. Cultivate teacher's critical and creative thinking as well as inquisitiveness in designing learning towards meaningful and inclusive teaching and learning experience for all.

## 5. E-TRAINING DATE

- Date: 6<sup>th</sup> to 7<sup>th</sup> October 2021.
- Platform: Online Zoom Webinar Platform and training will be conducted in English.

## 6. PARTICIPANTS

The training will involve 12 participants from each cluster countries (Brunei Darussalam, Indonesia, Malaysia, the Philippines, and Timor-Leste). The participants will be representative at the Director/Head of Department level from the Education Policy and Planning Department, five school trainer- teachers and five school principals at secondary-level schools.

## 7. PRE-and POST-TEST

Pre-and Post-test reflective questions will be administered prior and after the training to determine the effectiveness of the training (*Appendix I*) in achieving its objectives and outcomes. Training evaluation form will also be administered towards continuous quality improvement of the training and its delivery (*Appendix II*).

## 8. AGENDA

Date & Time	Topic Discussion	Presenter
<b>Day 1: 6<sup>th</sup> October 2021</b>		
<b>Session 1: Opening and Introduction Session</b>		
09:05 – 09:10	Welcoming Remarks	<b>Mohamed Djelid</b> , Director and Representative, UNESCO Jakarta
09:10 – 09:20	Overview of 2020 Review on Teachers Policy and Plan	<b>Mee Young Choi</b> , Head of Education Unit, UNESCO Jakarta
09:20 – 09:30	Overview of E-Training for Two Days	<b>Kamisah Osman</b> , Universiti Kebangsaan Malaysia
<b>Session 2: Teachers as Curriculum Designers &amp; Learning Designers</b>		
09:30 – 09:50	Teachers as Curriculum Designers	<b>Kamisah Osman</b> , Universiti Kebangsaan Malaysia
09:50 – 10.30	Teachers as Learning Designers I: Technological, Pedagogical and Content Knowledge	<b>Hazrati Husnin</b> , Universiti Kebangsaan Malaysia
10.30 – 11.20	Teachers as Learning Designers II: Web 2.0 Tools: Planning, Delivering, Assessing	<b>Hazrati Husnin</b> , Universiti Kebangsaan Malaysia
11.20 – 11.30	Question and Answer End of Day-1	<b>Kamisah Osman and Hazrati Husnin</b> , Universiti Kebangsaan Malaysia

**Day 2: 7<sup>th</sup> October 2021**
**Session 3: Teachers as Resource Developers & Learning Doctors**

09.00 – 09.05	Reflection of Day-1	<b>Kamisah Osman</b> , Universiti Kebangsaan Malaysia
09:05 – 09:50	Teachers as Resource Developers	<b>Cindy Wong Chyee Chen</b> , Universiti Kebangsaan Malaysia
09:50 – 10:10	Teachers as Learning Doctors	<b>Kamisah Osman</b> , Universiti Kebangsaan Malaysia

**Session 4: Teachers as Reflective Practitioners & Policy Drivers**

10:10 – 10:30	Teachers as Reflective Practitioners	<b>Lilia Halim</b> , Universiti Kebangsaan Malaysia
10:30 – 11.00	Teachers as Policy Drivers	<b>Lilia Halim</b> , Universiti Kebangsaan Malaysia
11:00– 11:10	Question and Answer Reflection of Day-2	<b>Cindy Wong Chyee Chen</b> and <b>Lilia Halim</b> , Universiti
11.10 – 11:20	Training Evaluation	<b>Hazrati Husnin</b> , Universiti Kebangsaan Malaysia
11:20 – 11:30	Closing Remarks	<b>Mohamed Djelid</b> , Director and Representative, UNESCO Jakarta

Moderator: **Zakki Gunawan**, the National Programme Officer, UNESCO Office Jakarta

**9. CONTACT PERSON**

Mee Young Choi, Head of Education Unit, UNESCO Office Jakarta: [my.choi@unesco.org](mailto:my.choi@unesco.org)  
 Gunawan Zakki, National Programme Officer, UNESCO Office Jakarta: [g.zakki@unesco.org](mailto:g.zakki@unesco.org)



**PRE-TEST**

Dear Participants:  
This pre-test is divided into two sections, A and B. Kindly answer BOTH sections.

**Section A**

After reading each statement, please indicate the extent to which you agree or disagree by circling the number to the right of each statement. Please respond all statements. There are no correct or incorrect responses.

1: Strongly disagree 2: Disagree 3: Tend to Disagree 4: Tend to Agree 5: Agree 6: Strongly Agree

	Strongly Disagree	Disagree	Tend to Disagree	Tend to Agree	Agree	Strongly Agree
1. In designing my lesson, I always consider the characteristics of my students (eg. their background knowledge)						
2. I always make sure that my learning objectives are aligned with my teaching approaches as well as assessment						
3. I vary my assessment in order to make sure that my assessment is valid as well as reliable						
4. I always make sure the learning resources used during teaching and learning are contextual in nature.						
5. Reflecting helps me become a better problem solver						
6. I have changed the way I teach as a result of reflection						
7. Reflecting on my teaching helps me gain confidence in myself						

**Section B:**

As a teacher, these aspects: a) *learning objectives*, b) *teaching and learning activities*, and c) *assessment* are the main focus in planning and executing in a lesson. Based on your experience, describe how you plan and conduct your lessons based on those three aspects.

(Note: You could use either English Language, Bahasa Indonesia or Bahasa Melayu)

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**Thank You Very Much for Your Cooperation**

## POST-TEST

*Dear Participants:*  
*This post-test is divided into two sections, A and B. Kindly answer BOTH sections.*

### Section A

After reading each statement, please indicate the extent to which you agree or disagree by circling the number to the right of each statement. Please respond all statements. There are no correct or incorrect responses.

1: Strongly disagree 2: Disagree 3: Tend to Disagree 4: Tend to Agree 5: Agree 6: Strongly Agree

	Strongly Disagree	Disagree	Tend to Disagree	Tend to Agree	Agree	Strongly Agree
1. In designing my lesson, I always consider the characteristics of my students (eg. their background knowledge)						
2. I always make sure that my learning objectives are aligned with my teaching approaches as well as assessment						
3. I vary my assessment in order to make sure that my assessment is valid as well as reliable						
4. I always make sure the learning resources used during teaching and learning are contextual in nature.						
5. Reflecting helps me become a better problem solver						
6. I have changed the way I teach as a result of reflection						
7. Reflecting on my teaching helps me gain confidence in myself						

### Section B:

Based on the training program, describe how will you plan and conduct your lessons based on the three aspects: *learning objectives, teaching and learning activities; and assessment.*  
 (Note: You could use either English Language, Bahasa Indonesia or Bahasa Melayu)

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**Thank You Very Much for Your Cooperation**

- 6. The usefulness of the information received in training  1  2  3  4  5
- 7. The structure of the training sessions(s)  1  2  3  4  5
- 8. The pace of the training session(s)  1  2  3  4  5
- 9. The convenience of the training schedule  1  2  3  4  5
- 10. The usefulness of the training materials  1  2  3  4  5
- 11. Was this training appropriate for your level of experience?  No  Yes

If you said "No" to #11, please explain:

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12. What did you like the most about the training? What can be improved with regard to the structure, format, and/or materials?

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13. Based on inputs gained from this training, do you think your perception towards learning has changed? Why?

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14. In your opinion, this kind of course should be regularly organized in helping educators to cope with current educational challenges of post Covid-19?

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**\*\*Thank you very much for your cooperation\*\***

