



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

REGIONAL MEMORANDUM

No. **842** s. 2024

July 25, 2024

**REGIONAL UPSKILLING OF ENGLISH TEACHERS
IN LANGUAGE INSTRUCTION**

To: Schools Division Superintendents
All Others Concerned

1. Following the mandate of the MATATAG Agenda on giving support to teachers to teach better, this Office, through the Curriculum and Learning Management Division (CLMD), announces the conduct of the **Regional Upskilling of English Teachers in Language Instruction** on **August 23-26, 2024** in Tacloban City.
2. The regional activity aims to realize the following objectives:
 - a. conduct a regional rollout of the national training at the regional level;
 - b. facilitate high-quality professional learning opportunities to ensure that English teachers are not only competent in teaching the standards but also proficient users of the target language;
 - c. devise teaching strategies and techniques that develop learners' communicative language competence; and
 - d. finalize the locally-developed Junior High School Phil-IRI materials for utilization in the new school year.
3. In view of this, the Schools Divisions Offices (SDOs) are advised to send participants based on the following requirements:

| PARTICIPANTS | PAX PER OFFICE | No. of SDOs/Offices | TOTAL No. of Pax |
|---|-----------------------|----------------------------|-------------------------|
| 1 English Teacher per Grade Level (Grades 4-12) | 9 | 13 | 117 |
| Division English Supervisors | 1 | 13 | 13 |
| National Trainers, JHS Phil-IRI Writers and Consultants | - | - | 6 |
| Regional Program Management Team | 9 | 1 | 9 |
| | | | 145 |

4. To ensure a smooth conduct of the training, a virtual planning conference to be attended by the members of the Regional Program Management Team (RPMT), Division English Supervisors, Resource Speakers/National Trainers, and JHS Phil-IRI Writers shall be held on August 16, 2024 via MS Teams. In addition, the confirmation of the division participants using the attached template (Enclosure 1) shall also be submitted and presented during the meeting.
5. Since the most of the training dates fall on a weekend and a holiday, the participants are eligible to earn compensatory time-off (CTO) in accordance with DepEd Order No. 53 s. 2003 or the Updated Guidelines on Grant of Vacation Service Credits to Teachers and DBM-CSC Joint Circular No. 2, s. 2015 or the Policies and Guidelines on Overtime Service and Overtime Pay for Government Employees.
6. The Schools Division Superintendents should also see to it that classes left by teachers who are attending the activity on the first day and also traveling back a day after the activity are covered by substitute teachers, merged with other classes, rescheduled for makeup classes, or given an alternative instruction so that the schools remain on track of providing uninterrupted quality education to the students.
7. The cost of meals, snacks, accommodations, training equipment, and materials shall be charged against the activity's program support fund thru SARO No. OSEC-8-23-5065 dated August 29, 2023 while travel and incidental expenses of the participants shall be charged against their respective local funds subject to the existing accounting and auditing rules and regulations.
8. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO CESO IV
Regional Director

Enclosures: List of Participants
References: RM 1321, s. 2023, DM CT-2023-388

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

ENGLISH INSTRUCTION TRAINING



CLMD-DME



