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Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF PANABO CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID-2025-0723

To : Asst. Schools Division Superintendent
Chief, Curriculum Implementation Division (CID)
Chief, Schools Governance and Operations Division (SGOD)
Education Program Supervisors
Public School District Supervisors
Elementary School Heads and Principals
Secondary School Heads and Principals
All School Heads and Teachers
All Others Concerned

Subject : **BATCH 5 TRAINING ON TRAINERS METHODOLOGY LEVEL I AND COMPENTENCY ASSESSORS ACCREDITATION FOR SHS TVL, JHS-SPTVE, AND JHS-TLE TEACHERS**

Date : November 5, 2025

The National Educators Academy of the Philippines (NEAP), in collaboration with the Curriculum and Learning Management Division (CLMD) and the Human Resource Development Division (HRDD), will conduct a thirty-three-day training for Trainers Methodology Level I and Competency Assessors' Accreditation for SHS-TVl, and JHS-TLE Teachers and in a venue to be determined.

The detailed schedule for the training is as follows:

Batch	Schedule	Modality	Venu e
5	November 5-11, 2025 (7 days)	Face-to-Face	TBA
	November 12-30, 2025 (19 days) – Online Platform/synchronous/asynchronous	Online Activity Via Microsoft Teams	MS Teams
	December 1-7, 2025 – (7 days)	Face-to-Face	TBA
	December 8-11, 2025 – (4 days) National Assessment	Face-to-Face/ National Assessment	TBA

The following teachers are selected to attend the Batch 5 training:

No.	Name	Position	Schools Division Office	Qualification on National Certificate II (NC II) Specialization
1	Sinugbuhan, Gevelyn G.	Teacher I	Little Panay National High School	Computer System Servicing (NCII)
2	Idausos, Jade L.	Teacher II	Little Panay National High School	Bread and Pastry Production (NCII)
3	Laude, Bernadette	Teacher	Kauswagan National High School	Computer System Servicing (NCII)
4	Alegado, Eddie Boy II L.	Teacher I	Panabo City National High School	Shielded Metal Arc Welding (NCII)
5	Demetillo, Karen D.	Teacher I	San Vicente National High School	Bread and Pastry Production (NCII)
6	Escote, Florence Mae B.	Teacher I	San Vicente National High School	Computer System Servicing (NCII)

The training aims to enhance teaching competencies and instructional delivery for technical-vocational trainers. This includes areas such as session planning, competency assessment, and maintaining training resources. Participants are advised to bring the following:

- a. Laptop;
- b. Extension Cord;
- c. not expired National Certificate (NC);
- d. Letter of Intent;
- e. Scholarship Contract;
- f. Workplace Application Plan (WAP) and
- g. Approved Authority to Travel (ATT).
- h. Medical Certificate (Valid for 3 Months)

Board and lodging, supplies and materials, registration/training costs, and assessment fee of the participants shall be charged to the Downloaded Funds for the 2024, all subject to the usual auditing rules and regulations.

Along this vein, the participants who attended the said training are entitled to earn Service Credits in accordance with **DepEd Order No. 53, s. 2023** and other existing DepEd issuances governing the grant of service credits to teachers and personnel who render services beyond regular work days. Further, teacher-participants shall adhere to **Regional Memorandum No. 25, s. 2023**, known as Regional Policy Guidelines Substitution of Classes and Granting of Service Credits to strengthen time on tasks and minimize disruption of classes.

For clarifications, please contact **Pedelina O. Huevos, Education Program Supervisor, CLMD** at (082)-222-2653 or via email at pedelina.huevos@deped.gov.ph

Immediate dissemination of this memorandum is desired.


JINKY B. FIRMAN PhD, CESO VI
Schools Division Superintendent *bjx*

RELEASED

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RECORDS SECTION SDO PANABO CITY
BY 

Enclosed: As stated.
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