

5. In accordance with DepEd Order No. 9, s. 2005 on Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith, the assignment of teachers to this course development phase is justified by their specialized expertise in Arabic language instruction, which is critical to the success of the Madrasah Education Program, and cannot be substituted by other personnel. School heads are hereby directed to ensure that appropriate classroom coverage is arranged for the participating teachers to maintain instructional continuity.

6. Meals, accommodation, and travel expenses of participants and the external expert shall be charged against MEP 2025 Current Funds, subject to standard government accounting and auditing rules and regulations. Funds covering travel expenses of participants shall be downloaded to the respective Schools Division Offices for processing and payment. If downloaded funds are insufficient to cover the travel expenses, SDO MEP Support Funds or school local funds may be utilized to cover the deficit.

7. All participants should note the following schedule:

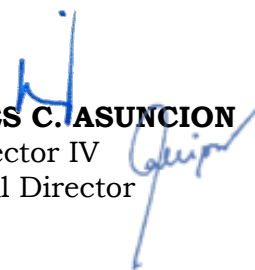
First Meal	Last Meal	Check-in	Check-out
Breakfast on August 20, 2025	Dinner on August 23, 2025	August 20, 2025	August 23, 2025

8. Participants are expected to bring their Approved Travel Authority, laptop (installed with Arabic font), and extension cord.

9. In recognition of their participation during non-regular working days, teachers shall be granted service credits for August 21 (Ninoy Aquino Day - Special Non-Working Holiday) and August 23 (Saturday), while non-teaching personnel shall be granted Compensatory Time Off as non-monetary remuneration. These benefits are granted in accordance with Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2024 on Non-Monetary Remuneration for Overtime Services Rendered and DepEd Order No. 53, s. 2023 re: Updated Guidelines on the Grant of Vacation Service Credits to Teachers.

10. For further information and clarification, please contact **Ms. Rhea J. Yparraguirre**, Education Program Supervisor, Regional Madrasah Education Coordinator (RMEPC), Curriculum and Learning Management Division at **rhea.yparraguirre@deped.gov.ph**.

11. Immediate and wide dissemination of this Memorandum is directed.


MARIA INES C. ASUNCION
Director IV
Regional Director

Encl.: As stated

References:

DepEd Memorandum: (No. 173, s. 2019)

DepEd Orders: (Nos. 9, s. 2005 and 53, s. 2023)

CSC and DBM Joint Circular: (No. 2, s. 2024)

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

MADRASAH EDUCATION

TEACHERS

TRAINING PROGRAMS

CLMD/rjy
07/22/2025

(Enclosure to Regional Memorandum CLMD – 2025 –)

List of Participants for Course Development Phase:
Al-Takween Program
August 20-23, 2025

NAME	POSITION/DESIGNATION	STATION
Alson A. Julius	ALIVE Teacher	SDO Tandag City
Kathleen Marjory J. Julius	ALIVE Teacher	SDO Tandag City
Hamdanie A. Pangandag	ALIVE Teacher	SDO Surigao del Sur
Sadam D. Acob	ALIVE Teacher	SDO Tandag City
Woodrow Wilson I. Jumadla	ALIVE Teacher	SDO Tandag City
Nadia M. Matuan	ALIVE Teacher	SDO Bislig City
Egy I. Jumadla	P-III, Division MEP Coordinator	SDO Tandag City
Rhea J. Yparraguirre	EPS/Regional MEP Coordinator	Regional Office
(To be invited)	Arabic Language External Expert	