



Republic of the Philippines
Department of Education
CARAGA REGION

APRIL 9, 2026

REGIONAL MEMORANDUM

No. 0326, s. 2026

To: Schools Division Superintendents
All Others Concerned

NOMINATION OF PARTICIPANTS TO THE TRAINING OF DIVISION TRAINERS ON
THE REVISED GRADES 6, 9, AND 10 CURRICULUM

1. The Human Resource Development Division (HRDD) through the National Educators Academy of the Philippines (NEAP)-Caraga in collaboration with the Curriculum and Learning Management Division (CLMD) shall conduct Training of Division Trainers on the Revised Grades 6, 9, and 10 Curriculum on the following dates:

Program	Training Period (Tentative)	Venue
a. Training of Division Trainers on the Revised Grades 6 Curriculum	May 11-15, 2025	TBA
b. Training of Division Trainers on the Revised Grades 9 Curriculum (Except TLE)	May 11-15, 2025	TBA
c. Training of Division Trainers on the Revised Grades 10 Curriculum (Except TLE)	May 18-22, 2025	TBA
d. Training of Division Trainers on the Revised Grades 9 and 10 TLE Curriculum	May 18-22, 2025	TBA

2. This initiative aims to equip teachers, institutional leaders, and curriculum implementers with the necessary knowledge, skills, and strategies to effectively implement the revised curriculum standards in their respective learning areas.

3. Each Schools Division Office, through the Curriculum Implementation Division (CID) and School Governance and Operations Division (SGOD) shall nominate participants based on the slots provided.

4. Endorsement shall be submitted on or before April 14, 2026 through caraga@deped.gov.ph.

5. Please refer to the enclosures for further details.

Enclosure No. 1: Distribution of Slots

*Enclosure No. 2: Guidelines on the Selection of the Participants for the
Training of Division Trainers*

*Enclosure No. 3: Terms of Reference for the Revised Grades 6, 9, & 10
Curriculum Trainers*

Enclosure No. 4: Profile of Participants

6. For concerns and clarifications, please coordinate with Mr. Roy S. Rele, Senior Education Program Specialist, NEAP Caraga through roy.rele@deped.gov.ph or 09171067306.

7. For your guidance and compliance.

MARIA INES C. ASUNCION

Director IV
Regional Director 

HRDD/rsr
04/06/2026

Enclosure No. 1 to Regional Memorandum No. 0326s, 2026

DISTRIBUTION OF SLOTS

NUMBER OF PARTICIPANTS PER SDO PER LEARNING AREA									
GRADE 6									
DIVISION	ENGLISH	FILIPINO	MATH	SCIENCE	ARALING PANLIPUNAN	GMRC	MAPEH	TLE	TOTAL
AGUSAN DEL NORTE	6	3	3	3	3	4	3	8	33
AGUSAN DEL SUR	6	5	5	6	5	6	5	12	50
BAYUGAN CITY	2	2	2	3	2	2	2	7	22
BISLIG CITY	3	3	3	3	2	3	3	8	28
BUTUAN CITY	6	4	4	4	4	4	3	10	39
CABADBARAN CITY	2	2	2	3	2	2	2	6	21
DINAGAT ISLAND	3	3	3	3	2	3	2	8	27
SIARGAO	3	3	3	3	2	3	3	8	28
SURIGAO CITY	4	3	3	3	2	3	3	8	29
SURIGAO DEL NORTE	5	3	3	3	3	3	3	8	31
SURIGAO DEL SUR	7	5	5	6	5	6	5	12	51
TANDAG CITY	3	2	2	3	2	2	2	6	22
	50	38	38	43	34	41	36	101	381

DISTRIBUTION OF TEACHERS PER SDO PER LEARNING AREA								
GRADE 9								
DIVISION	ENGLISH	FILIPINO	MATH	SCIENCE	ARALING PANLIPUNAN	VALED	MAPEH	TOTAL
AGUSAN DEL NORTE	5	3	5	5	3	1	2	24
AGUSAN DEL SUR	7	3	8	8	4	1	3	34
BAYUGAN CITY	3	2	3	5	2	1	1	17
BISLIG CITY	3	2	3	4	2	1	1	16
BUTUAN CITY	6	3	5	5	3	1	2	25
CABADBARAN CITY	3	2	3	4	2	1	1	16
DINAGAT ISLAND	3	3	3	4	3	1	2	19
SIARGAO	3	3	3	4	3	1	2	19
SURIGAO CITY	3	2	4	4	3	1	2	19
SURIGAO DEL NORTE	4	3	5	4	3	1	2	22
SURIGAO DEL SUR	7	3	8	7	4	1	3	33
TANDAG CITY	3	2	3	4	2	1	1	16
	50	31	53	58	34	12	22	260

DISTRIBUTION OF TEACHERS PER SDO PER LEARNING AREA								
GRADE 10								
DIVISION	ENGLISH	FILIPINO	MATH	SCIENCE	ARALING PANLIPUNAN	VALED	MAPEH	TOTAL
AGUSAN DEL NORTE	5	2	5	5	3	1	2	23
AGUSAN DEL SUR	7	3	7	7	3	1	3	31
BAYUGAN CITY	3	2	3	3	2	1	2	16
BISLIG CITY	3	2	3	3	2	1	2	16
BUTUAN CITY	5	2	5	6	2	1	2	23
CABADBARAN CITY	3	2	3	3	2	1	2	16
DINAGAT ISLAND	3	2	3	4	2	1	2	17
SIARGAO	3	2	3	3	3	1	2	17
SURIGAO CITY	3	2	3	4	2	1	2	17
SURIGAO DEL NORTE	5	2	5	5	3	1	2	23
SURIGAO DEL SUR	7	3	7	7	3	1	3	31
TANDAG CITY	3	2	3	3	2	1	2	16
	50	26	50	53	29	12	26	246

DISTRIBUTION OF TEACHERS PER SDO PER COMPONENT					
GRADES 9 & 10 TLE CURRICULUM					
DIVISION	TLE- ICT	TLE- AFA	TLE- FCS	TLE- IA	TOTAL
AGUSAN DEL NORTE	2	2	2	2	8
AGUSAN DEL SUR	4	4	4	4	16
BAYUGAN CITY	2	2	2	2	8
BISLIG CITY	2	2	2	2	8
BUTUAN CITY	2	2	2	2	8
CABADBARAN CITY	2	2	2	2	8
DINAGAT ISLAND	2	2	2	2	8
SIARGAO	2	2	2	2	8
SURIGAO CITY	2	2	2	2	8
SURIGAO DEL NORTE	2	2	2	2	8
SURIGAO DEL SUR	3	3	3	3	12
TANDAG CITY	2	2	2	2	8
TOTAL	27	27	27	27	108

GUIDELINES ON THE SELECTION OF THE PARTICIPANTS FOR THE TRAINING OF DIVISION TRAINERS

1. The Schools Division Offices through the Curriculum Implementation Division (CID) and School Governance and Operations Division (SGOD), **shall screen and identify** qualified participants based on the following criteria:

a. Current Designation

Participants must be currently serving in any of the following **priority positions**:

- i. Learning Area Supervisor
- ii. Head Teacher
- iii. Master Teacher

Nomination of Master Teachers shall be based on their **voluntary decision to participate in the core and national training and to serve as trainers.*

Nomination of Teachers III who hold NC II and/or TM I for participation in the training on the Revised TLE Curriculum shall be based on their **voluntary consent.*

Public Schools District Supervisors and School Heads may be nominated, provided that the **learning-area specialization requirement is met and supported by a **relevant bachelor's and/or graduate degree**.*

Participants shall be assigned to **only one grade level and learning area. Attendance in more than one training schedule is **not allowed**.*

b. Area of Specialization

Participants must be majors in the following learning areas for Grades 6, 9, and 10:

- i. English
- ii. Mathematics
- iii. Science
- iv. Filipino
- v. Araling Panlipunan
- vi. Technology and Livelihood Education (TLE)
- vii. Music, Arts, Physical Education, and Health (MAPEH)
- viii. GMRC, Values Education

c. Health Condition

- i. Participants should have no existing medical conditions that may hinder their ability to actively and consistently participate in all sessions.
- ii. Participants must be able to travel and attend multi-day, face-to-face sessions without limitations that could compromise their safety and participation.

d. Commitment to Role and Responsibilities

Participants must demonstrate a strong commitment to fulfill their role as division trainers and to perform all responsibilities outlined in the Terms of Reference (TOR). Specifically, they must:

- i. be willing and able to cascade training sessions within their respective regions or school divisions as required;
 - ii. commit to completing all post-training outputs, reporting requirements, and follow-through activities; and
 - iii. **uphold professional and training quality standards** and adhere strictly to the TOR-defined duties, timelines, and deliverables.
 2. SDOs must formally nominate participants and certify their qualifications based on screening through an endorsement addressed to the Regional Director.
- *The endorsement must be submitted on or before April 14, 2026 through caraga@deped.gov.ph.**
3. Active and full participation in all training is mandatory.
 - a. Substitution or replacement during training is **NOT ALLOWED**.
 - b. Late arrival and early departure are **NOT ALLOWED**.
 4. The number of nominated participants must strictly adhere to the designated distribution per region, grade level, and learning area.

TERMS OF REFERENCE FOR THE REVISED GRADES 6, 9, & 10 CURRICULUM TRAINERS

BEFORE SESSION

1. Session Preparation
 - a. Thoroughly review the training design, training matrix, session guide, and presentation materials.
 - b. Ensure readiness to exhibit subject-matter expertise:
 - i. Delivery of accurate content
 - ii. Transitioning topics logically
 - iii. Presenting concepts clearly and aligned to session objectives.
 - c. Practice use of technology and resources in the delivery of sessions.
 - d. Coordinate with the class manager the preparation of training materials and technologies as identified in the training resource package.
2. Learning Environment Setup
 - a. Prepare tools and resources needed for delivery, including technology.
 - b. Coordinate with the class manager the training room's physical arrangement requirements to support an optimal training experience.
3. Professionalism
 - a. Present oneself in a professional manner and ensure that attire is appropriate for the training context.

DURING SESSION

1. Session Opening
 - a. Present the session objectives and expectations clearly.
 - b. Facilitate motivational or mood-setting activities as designed in the training resource package.
2. Session Facilitation
 - a. Deliver sessions based on the quality-assured training design using the training resource package.
 - b. Establish rapport and encourage participation.
 - c. Use clear language, correct grammar, and a well-modulated voice.

- d. Use non-verbal communication effectively.
- e. Apply appropriate and clean humor to help sustain engagement.
- f. Make learning relevant by supporting the discussion with real-life, contextualized examples and activities.
- g. Give clear instructions for all activities/exercises.
- h. Observe and address participants' needs, strengths, and challenges.
- i. Use clear and focused questioning.
- j. Ask follow-up questions to clarify responses and refine understanding.
- k. Listen attentively and respond firmly and promptly.
- l. Deliver sessions within the allotted time.
- m. Inform participants of time requirements for activities and assessments.
- n. Use appropriate technology with confidence and ease.
- o. Synthesize participant responses and session activities.
 - i. Highlight key outputs.
 - ii. Guide the group to a consensus or conclusion.
 - iii. Generate ideas from participant sharing.
 - iv. Emphasize relationships between activities and sessions.
- p. Make timely adjustments to content, methodology, and schedule based on learner needs or emerging situations.
- q. Check/evaluate and provide constructive feedback to participants' output and performance.

AFTER SESSION

1. Follow-through and Support
 - a. Return checked/evaluated outputs to participants, with feedback for support and improvement.
 - b. Review documentation reports and results of end-of-day evaluation to identify learning-related action items that need to be addressed during the training.
2. Reflection and Improvement
 - a. Participate in daily debriefing sessions to process training experience and set directions for sustaining training quality.
 - b. Reflect on personal performance and incorporate feedback for improvement.

I _____, _____ of _____,
 hereby
(Name) *(Designation)* *(SDO and/ or Region)*

confirm and strongly commit to fulfill my role as trainer and to perform all responsibilities outlined. Specifically, I:



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2026-04-05355



Certificate No. PHP QMS
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- iv. am willing to cascade training sessions in my respective region or school division;
- v. commit to complete all post-training outputs, reporting requirements, and follow-through activities; and
- vi. uphold professional and training quality standards and adhere strictly to the TOR-defined duties.

SIGNATURE ABOVE PRINTED NAME

Date signed:



Republic of the Philippines
Department of Education
CARAGA REGION

Enclosure No. 4 to Regional Memorandum No. 0326s, 2026

PROFILE OF PARTICIPANTS

PD Program Owner:		National Educators Academy of the Philippines															
Date Conducted:		May 11-15, 2026 & May 18-22, 2026															
Program Title:		Training of Division Trainers on the Revised Grades 6, 9, and 10 Curriculum															
Division	School Name	School ID	Grade Level and Learning Area (ex. Grade 6-Math)	Name	Position Level (Teacher I – III, Master Teacher I – IV, Principal I – IV, etc.)	Grade Level Taught	Specialization (College and Graduate Studies)	Actual subject/s taught	Years in the current position	Sex	Age	Civil Status	Religion	Are you a Person with Disability? (YES/NO)	Are you a member of an Indigenous Group? (YES/NO)	Are you a solo parent? (YES/NO)	DepEd Email Address

Signed by:

XXXXXXXXXXXXXXXXXXXX

Chief, CID

XXXXXXXXXXXXXXXXXXXX

Chief, SGOD



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