



Republic of the Philippines
Department of Education
CARAGA REGION



January 4, 2021

REGIONAL MEMORANDUM
No. 005, s. 2021

To: ROMEO O. APROVECHAR, CESO V
SDS, Agusan del Norte

MINERVA T. ALBIS, PhD., CESO V
SDS, Bayugan City

MARILOU B. DEDUMO, PhD., CESO V
SDS, Butuan City

JEANIE L. MATIVO, PhD., CESO VI
OIC-SDS, Cabadbaran City
This Region

**CONDUCT OF THE NATIONAL TRAINING OF TRAINERS (NTOT) FOR PERSONAL
FINANCIAL MANAGEMENT PROGRAM**

1. Pursuant to DM-PHRODFO-2020-00484 titled "National Training of Trainers (NTOT) for Personal Financial Management Program", the BHROD-EWD will conduct a National Training of Trainers for Personal Financial Management Program this coming January 20-22, 2020 via online platform.
2. Enclosed herewith are:
 - 2.1 Enclosure No. 01, DM-PHRODFO-2020-0484 dated December 7, 2020.
 - 2.2 Enclosure No. 02, List of Identified Participants
3. Participants are required to register through this link: bit.ly/Reg_PFMNTOT on or before January 5, 2021.
4. For your information, guidance and compliance.

FRANCIS CESAR B. BRINGAS, CESO V
Regional Director

for the Regional Director:
LORENZO D. MACASOCOL



Address: J.P. Rosales Avenue,
Butuan City
Trunkline No: (085) 342-8207
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph



Document Control No:
DepEdRO13-F-REC-013/R3/02-18-2020

Encls.: As stated

Reference: Memorandum DM-PHRODFO-2020-00484

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

EMPLOYEE WELFARE

LEARNING AND DEVELOPMENT

HRD/rcc
01/04/2021



Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY

PLANNING, HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM

DM-PHRODFO-2020-00484

TO : Undersecretaries and Assistant Secretaries
Regional Directors
Schools Division Superintendents
Others concerned

FROM : 
JESUS L.R. MATEO
Undersecretary for Planning and Human Resource and
Organizational Development

SUBJECT : National Training of Trainers for Personal Financial Management Program

DATE : December 7, 2020

In line with the Department of Education's (DepEd) efforts to expand the scope of employee welfare to respond to the needs of our teaching and non-teaching personnel, the Bureau of Human Resource and Organizational Development - Employee Welfare Division (BHRD - EWD) developed the *PERSONAL FINANCIAL MANAGEMENT PROGRAM (PFM)*, a program that aims to address the financial wellness of DepEd employees.

In relation to this, the BHRD-EWD will conduct a *National Training of Trainers (NTOT) for Personal Financial Management Program* for its implementation in the field offices. The NTOT aims to provide various methods and techniques to our PFM trainers on how to deliver a training course on PFM Program. It equips the participants to perform the PFM training cycle from planning, preparation, implementation, and evaluation. Training materials for the roll out of the PFM shall be provided.

The participants who completed this training shall:

1. be the point person of EWD in all communications and projects pertaining to PFM;
2. be in charge of the PFM program implementation to their respective region and divisions, hence, earmark a budget for the roll out in 2021 onwards;
3. provide program implementation updates and/or monitoring and evaluation report to EWD.

Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
Telephone No.: (02) 8633-7206 | Telefax No.: (02) 8631-8494
Email Address: uscc.phrod@deped.gov.ph | Website: www.deped.gov.ph

MR: 2020-12-13688

The NTOT will be conducted via online platform on the following schedules:

DATE	PARTICIPANTS	
January 13-15, 2021	NCR	16pax
	CAR	8pax
	Region 1	10pax
	Region 2	8pax
	Region 3	10pax
	Region 4A	8pax
	Region 4B	10pax
	Region 5	10pax
January 20-22, 2021	Region 6	10pax
	Region 7	10pax
	Region 8	10pax
	Region 9	10pax
	Region 10	10pax
	Region 11	10pax
	Region 12	10pax
	CARAGA	10pax

The Regional Director shall identify participants for this training with the following considerations:

1. Has experience in mass training/roll out of training;
2. Must be available and willing to conduct seminars in other Regions and Divisions should the EWD needs additional Resource Speakers;
3. In case the participant is a teacher, he/she must be a Master Teacher;
4. Must be Financially credible and stable.

The participants are requested to register through this link - bit.ly/Reg_PFMNTOT on or before January 5, 2021. Attached are the following for reference:

- Annex A - Activity Design
- Annex B - Reminders

Communication expenses for this activity shall be charged against the local fund subject to the accounting and auditing rules and regulations.

For clarifications and other concerns, please contact Ms. Marge Latosa through mobile number 0908-3159960 or email at margery.latosa@deped.gov.ph.

For your proper action.

Enclosure No. 02: List of Identified Participants

Name of Participant	Position	Office/SDO
1. Geneveve S. Apatan	Education Program Specialist II	Agusan del Norte
2. Joan U. Chua	Assistant Administrative II	Agusan del Norte
3. Dave Carmelo	SEPS	Butuan City
4. Rhodelaine C. Faustino	Prinicpal	Butuan City
5. Junar P. Lasaca	Master Teacher I	Bayugan City
6. Mina M. Montilla	Master Teacher I	Cabadbaran City
7. Violeta C. Nunez, PhD.	Education Program Supervisor	RO
8. Junnah B. Tiu	Master Teacher II	RO
9. Roy S. Rele	Senior Education Program Specialist	RO
10. Elmer Conde, PhD	Education Program Specialist II	RO