



Republic of the Philippines
Department of Education
CARAGA REGION

APRIL 8, 2026

REGIONAL MEMORANDUM

No. 0322, s. 2026

To: Schools Division Superintendents
All Others Concerned

**TRAINING OF TRAINERS AND TEACHERS OF THE STRENGTHENED SENIOR
HIGH SCHOOL CURRICULUM CORE SUBJECTS**

1. In preparation for the full implementation of the Strengthened Senior High School (SSHS) Curriculum for School Year 2026-2027, the Department of Education will conduct a series of training for trainers and teachers on the dates and venue as follows:

Activity	Date	Venue	Core Subject
National Training of Trainers	April 20-24, 2026	Within NCR	Effective Communication
			Mabisang Komunikasyon
	April 20-24, 2026	Within NCR	General Science
			General Mathematics
	April 27-May 1, 2026	Within NCR	Life and Career Skills
			Pag-aaral ng Kasaysayan at Lipunang Pilipino
Strengthened Senior High School Curriculum Training for Teachers	May 11-14, 2026	Within Caraga	Effective Communication Mabisang Komunikasyon General Science General Mathematics Life and Career Skills Pag-aaral ng Kasaysayan at Lipunang Pilipino
Training of Teachers for School Heads-Mindanao Cluster	To be announced		

2. The face-to-face training for SSHS will focus exclusively on the Core Subjects. An online training program via the DepEd Learning Management System will also be made available in May for both the Electives and Core subjects to ensure that all SSHS teachers from public and private schools are reached.

3. The Schools Division Offices are required to submit the Nomination Form (Enclosure 1) in portable date file (pdf) via email **caraga@deped.gov.ph**, cc: **maria.edradan@deped.gov.ph**. The Schools Governance and Operations Division through the Human Resource and Development Section Senior Education Program Specialist (SGOD HRDS SEPS) shall also facilitate the encoding of the required details of officially endorsed participants at **<https://tinyurl.com/OFFICIALNTOTPAX>** not later than **April 6, 2026**.

4. The allocated number of participants per SDO is found in Enclosure 2.

5. The Schools Division Offices, through the Schools Governance and Operations Division (SGOD) Human Resource Development Section (HRDS) and the Curriculum Implementation Division (CID), shall **screen** and **identify** the qualified participants based on the following criteria:

I. National Training of Trainers (NTOT)

- a. Participants must be currently serving in any of the following positions:
 - a.1 Learning Area Supervisor
 - a.2 Public Schools District Supervisor
 - a.3 School Head
 - a.4 Head Teacher
 - a.5 Master Teacher*
 - a.6 Teacher

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

- b. Participants must possess relevant academic preparation (bachelor's and/or graduate degree) and proven expertise in the learning area they will handle, including a strong understanding of the Strengthened Senior high School (SSHS) Curriculum.
- c. Participants must have demonstrated experience in conducting or facilitating professional development activities and possess the necessary communication and presentation skills to effectively train teachers and deliver the curriculum.
- d. Participants must be capable of using various digital tools (e.g. mentimeter, kahoot, slido, etc.) to support training delivery.
- e. Participants must be in good health to physically engage in the intensive training sessions and must have no conflicting commitments on scheduled dates. They must be ready to lead the regional rollout of the SSHS Curriculum training immediately after the NTOT

II. Regional Training for Teachers of the SSHS Curriculum Core Subjects

In identifying participants for the Regional TOT, priority must be given to teachers who were unable to attend the face-to-face training conducted last May 26-31, 2025. The required number of teacher-participants per core subject per SDO is found in Enclosure 3. As with the participants to the NTOT, participants to the regional Training on May 11-14 shall be officially endorsed by the SDOs using the Regional Training Nomination Form.

6. All officially endorsed participants to the National and Regional training must accomplish the spreadsheet available at <https://tinyurl.com/SSHS-NTOT-RTOT> not later than **April 10, 2026**.

7. Expenses incurred in connection to these activities such as meals, accommodation, venue, supplies and materials, travelling and other incidental expenses of the participants shall be charged to OSEC-13-26-0124 subject to the usual government budgeting, accounting and auditing rules and regulations. Each participant to the NTOT has a traveling expenses allocation of P13,000.00 while for the Regional Training, a traveling expenses of P1,800.00 is allocated per participant. These funds intended for the travel expenses will be downloaded to the respective SDOs. All other traveling expenses in excess of the allocated amount shall be charged to local or other available funds of the SDOs or the schools.

8. Compensatory Time-Off (CTO), when applicable, will be granted for training days in accordance with DepEd Order No. 53, s. 2023, Updated Guidelines on Grant of Vacation Service Credits, and CSC-DBM Joint Circular No. 2, s. 2015, Policies and Guidelines on the Grant of CTO.

9. For queries, contact the Curriculum and Learning Management Division, through Maria Ruth R. Edradan, Education Program Supervisor/Strengthened Senior High School focal.

10. For immediate dissemination.

Digitally signed by
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Maria Ines
Casona
Date:
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MARIA INES C. ASUNCION
Director IV
Regional Director

CLMD/mrre
04/06/2026

Enclosure No. 1 to RM No. 0322 , s. 2026

NATIONAL TRAINING OF TRAINERS PARTICIPANT NOMINATION FORM

Instructions:

1. Accomplish the nomination form completely and accurately. Ensure that all information—including full name, position, office/station, email address, and core subject—is correctly encoded.
2. Submit the signed pdf copy via email to **caraga@deped.gov.ph**, cc: **maria.edradan@deped.gov.ph** on or before **April 6, 2026**.
3. Add rows to the form as necessary.
4. Ensure that the number of nominees per subject area strictly matches the division allotment indicated in Enclosure No. 2.
5. Make one separate Table for NTOT General Science and Mathematics, and one for Life and Career Skills (LCS), and Pag-aaral ng Kasaysayan at Lipunang Pilipino (PKLP)
6. SGOD SEPS HRDS or his/her representative shall encode the details at **<https://tinyurl.com/OFFICIALNTOTPAX>** not later than **April 6, 2026**
7. All officially endorsed participants must accomplish the spreadsheet available at **<https://tinyurl.com/SSHS-NTOT-RTOT>** not later than **April 10, 2026**.

Division: _____

No.	Full Name (Last, First, M.I.)	Position	Office / Station	Email Address	Core Subject
National Training of Trainers: Effective Communication and MabisangKomunikasyon*					
Date: April 20-24, 2026, within NCR					
1.					
2.					
3.					
Add rows if necessary					

Prepared by:

Chief, SGOD/CID

Recommending Approval:

Assistant Schools Division Superintendent

Approved:

Schools Division Superintendent

REGIONAL TRAINING OF TEACHER-PARTICIPANTS NOMINATION FORM

Instructions:

1. Accomplish the nomination form completely and accurately. Ensure that all information—including full name, position, office/station, email address, and core subject—is correctly encoded.
2. Add rows to the form as necessary.
3. Ensure that the number of nominees per subject area strictly matches the division allotment indicated in Enclosure No. 2.
4. Make one separate Table for each Core Subject (General Science , Mathematics, Life and Career Skills (LCS), Pag-aaral ng Kasaysayan at Lipunang Pilipino (PKLP), Effective Communication, and Mabisang Komunikasyon.
5. Submit the signed pdf of this form via email **caraga@deped.gov.ph**, cc: **maria.edradan@deped.gov.ph** on or before **April 10, 2026**
6. All officially endorsed participants must accomplish the spreadsheet available at **<https://tinyurl.com/SSHS-NTOT-RTOT>** not later than April 10, 2026.

Division: _____

No.	Full Name (Last, First, M.I.)	Position	Office / Station	Email Address	Core Subject
National Training of Trainers: Effective Communication and Mabisang Komunikasyon*					
Date: April 20-24, 2026, within NCR					
1.					
2.					
3.					
Add rows if necessary					

Prepared by:

Chief, SGOD/CID

Recommending Approval:

Assistant Schools Division Superintendent

Approved:

Schools Division Superintendent

Enclosure No. 2 to RM No. 0322 , s. 2026

ALLOTTED NUMBER OF PARTICIPANTS PER SCHOOLS DIVISION OFFICE
NATIONAL TRAINING OF TRAINERS

SDO	Number Participants							Total
	Effective Communication	Mabisang komunikasyon	General Science	general Mathematics	Life and Career Skills	Pag-aaral ng Kasaysayan at Lipunang Pilipino	Additional Resource Person	
Agusan del Norte	1	1	1	2	1	1		7
Agusan del Sur	1	1	2	1	1	1		7
Bayugan City	1	1	1	1	1	1		6
Bislig City	1		1	1	1	1		5
Butuan City	1	1	1	1		1	1 (General Science)	6
Cabadbaran City	1		1	1	1	1		5
Dinagat Islands	1	1	1	1	1	1		6
Siargao	1	1	1	1	1	1		6
Surigao City	1		1	1	1	2		6
Surigao del Norte	1	1	1	1	1	1	1 (Life and Career Skills)	7
Surigao del Sur	1	1	1	2	1	1		7
Tandag City		1	1	1	1	1		5
TOTAL	11	9	13	14	11	13	2	73

April 20-24, 2026	within NCR	Effective Communication
		MabisangKomunikasyon
		General Science
		General Mathematics
April 27-May 1, 2026	within NCR	Life and career Skills
		Pag-aaral nag Kasaysayan at Lipunang Pilipino

REGIONAL TRAINING

May 11-14, 2026, Within Caraga

Division	No of slots per Core Subject						Total
	Effective Communication	Gen. Mathematics	Gen. Science	Life and Career Skills	Mabisan g Komunikasyon	Pag-aaral ng Kasaysayan at Lipunang Pilipino	
Agusan del Norte	8	7	7	7	4	8	41
Agusan del Sur	8	7	7	7	4	8	41
Bayugan City	6	6	5	5	4	6	32
Bislig City	6	5	5	6	3	6	31
Butuan City	6	5	5	6	4	5	31
Cabadbaran City	6	5	5	6	3	6	31
Dinagat Islands	6	5	5	6	4	6	32
Siargao	6	6	5	5	3	6	31
Surigao City	6	5	6	5	3	6	31
Surigao del Norte	8	7	7	7	4	8	41
Surigao del Sur	8	7	7	7	5	8	42
Tandag City	6	5	5	6	3	6	31
Total Participants (Teachers)	80	70	69	73	44	79	415
Resource Person(s)	6	6	6	6	3	6	33
Program Management Team	5	5	5	5	4	5	29
Total Pax	91	81	80	84	51	90	477
Number of Classes	2	2	2	2	1	2	11