



Republika ng Pilipinas
KAGAWARAN NG EDUKASYON
Rehiyon XI
Lungsod ng Davao
Tanggapanang Panrehiyon



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June 1, 2018

REGIONAL MEMORANDUM

No. 120 s. 2018

**REGIONAL TRAINING OF TRAINERS (RTOT) ON THE RESULTS-BASED
PERFORMANCE MANAGEMENT SYSTEM (RPMS) MANUAL FOR
TEACHERS AND SCHOOL HEADS**

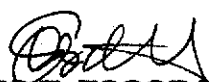

To : **Schools Divisions Superintendents
(DepED RO XI)**

1. Relative to DepEd Memorandum DM-PFO-2018-0432 dated March 27, 2018, re: *Regional Training of Trainers (RTOT) on the Results-based Performance Management System (RPMS) Manual for Teachers and School Heads*, this Office informs all Schools Division Offices (SDOs) that said training will be conducted on June 12-16, 2018 at Marco Polo Hotel, C.M. Recto, Poblacion District, Davao City.
2. The expected participants in this training are the following positions which will eventually compose the training team in the SDO.
 - a. Assistant Schools Division Superintendents
 - b. Public Schools District Supervisors
 - c. Chief Education Program Supervisors or Education Program Supervisors in the SDO
 - d. Principals/School Heads
 - e. Master Teachers
 - f. Senior Education Program Specialists in the SDO
3. Below is the table containing the slots per Schools Division Office.

	Schools Division Office	No. of Slots
1	Davao Occidental	8
2	Davao Del Sur	8
3	Digos City	8
4	Davao City	10
5	Panabo City	8
6	IGACOS	6
7	Tagum City	8
8	Davao Del Norte	8
9	Compostela Valley	8
10	Mati City	8
11	Davao Oriental	8
	Total	88

8 DEPARTMENT OF EDUCATION ROXI
RECORDS SECTION
RELEASED
By: *Amber 1806-2452*
Date: *6-1-18* Time: *4:18*

4. Travel and transportation expenses of the participants shall be charged to local funds while food and accommodation of the same shall be charged to the downloaded funds subject to usual accounting and auditing rules and regulations. Attached is Memorandum DM-PFO-2018-0432 for your reference and information.
5. Prompt and immediate dissemination of this Memorandum is earnestly enjoined.


ATTY. ALBERTO T. ESCOBARTE, CESO III
Regional Director 




Republic of the Philippines
Department of Education

Tanggapan ng Pangalawang Katihim
Office of the Undersecretary

MEMORANDUM
DM-PFO-2018-0432

TO: Regional Directors
Schools Division Superintendents
Regional Secretary of DepEd ARMM
All Others Concerned

FROM: 
JESUS L.R. MATEO
Undersecretary

SUBJECT: *Regional Training of Trainers (RTOT) on the Results-based Performance System (RPMS) Manual for Teachers and School Heads*

DATE: 27 March 2018

Teachers play a crucial role in improving the quality of the teaching and learning process. Teachers are critical to raising student achievement. Hence, enhancing teacher quality ranks foremost in the many educational reform efforts towards quality education.

In 2015, the Department of Education issued DepEd Order No. 2, 2015 entitled "Guidelines on the Establishment and Implementation of the Results-based Performance Management System (RPMS) in the Department of Education" to ensure efficient, timely and quality performance among personnel.

To complement the reform initiatives, the Philippine Professional Standards for Teachers (PPST) has been developed and signed into policy by DepEd Secretary Leonor Magtolis Briones through the issuance of DepEd Order No. 42, s. 2017 entitled "National Adoption and Implementation of the Professional Standards for Teachers (PPST)".

The alignment of the RPMS with PPST has led to the development of the new results-based assessment tool, hence, this Manual on RPMS Tools for Teachers.

In light of this, the Department of Education in partnership with the Philippine National Research Center for Teacher Quality (RCTQ), will conduct a series of Regional Training of Trainers (RTOT) to all regions on the RPMS Manual for Teachers and School Heads beginning from April to July 2018. For the schedules and venues, please see Enclosure #1.

General Objective

Establish a pool of trainers from the division and/or school level and capacitate them how to effectively conduct the training in their respective divisions/schools.

Specific Objectives

At the end of the activity, the participants should be able to:

1. Demonstrate understanding of the RPMS Manual for Teachers and School Heads;
2. Identify the key concepts of the Manual; and
3. Develop proposed action plans for their respective division/school level orientation.

Workshop Description

The workshop will last for a total of three days (3) days, exclusive of travel time. For the program of activities, please see Enclosure #2.

Expected Participants

All divisions per region shall participate in this activity. Each division shall choose from the following identified positions to be most appropriate to train/orient the teachers in the schools on the RPMS Manual:

- Assistant Schools Division Superintendents
- Public Schools District Supervisors
- Chief Education Program Supervisors/Education Program Supervisors - SDO
- Principals/Head Teachers
- Master Teachers
- Senior Education Program Specialists - SDO

The maximum number of participants per division to this activity is based on the size of the division. Below is the total number of participants per region:

Region	Total no. of divisions per region	Category of Division Size				No. of Small Divisions x 6 pax	No. of Medium Divisions x 8 pax	No. of Large/Very Large Divisions x 10 pax	Total no. pax
		S	M	L	VL				
I	14	6	6	2		36	48	20	104
II	9	4	3	2		24	24	20	68
III	20	6	10	4		36	80	40	156
IV-A	20	6	9	4	1	36	72	41	149
IV-B	7		6	1			48	10	58
V	13	1	9	2	1	6	72	21	99
VI	18	3	13	1	1	18	104	11	133
VII	19	7	9	2	1	42	72	21	135
VIII	13	3	9	1		18	72	10	100
IX	8	1	5	2		6	40	20	66
X	14	4	9	1		24	72	10	106
XI	11	1	9	1		6	72	10	88
XII	9	1	7	1		6	56	10	72
CAR	8		8				64		64
CARAGA	12	3	9			18	72		90
NCR	16	1	12	3		6	96	30	132
ARMM	8		8				64		64

Participants are hereby requested to confirm their attendance to their respective regional office, copy furnish the HRDD-BHROD by emailing the confirmation letter at bhrod.hrdd@deped.gov.ph.

Notations:

1. Funds have been downloaded to the respective regional office to cover board and lodging expenses of participants, regional and national trainers, Central Office (CO) and RCTQ facilitators/staff. (Drivers are not included in the accommodation, thus shall be charged against their respective local funds).
2. Travel expenses of the participants shall be charged against their respective local funds.
3. The funds to cover the the supplies which includes the cost for reproduction of the manual and necessary materials have been downloaded also to the region.
4. All expenses of CO facilitators/staff shall be charged against CO Funds; and
5. All expenses are subject to existing COA and accounting rules and regulations.

For inquiries and clarifications regarding the training, please contact Mr. Earl Ryan Losito of the Human Resource Development Division-BHROD at (02) 470-6630 or email at bhrod.hrdd@deped.gov.ph.

**ENCLOSURE #1: SCHEDULE (INCLUSIVE OF TRAVEL TIME) AND
VENUE (EXACT VENUE TO BE ANNOUNCED)**

REGIONS	May 7-11	May 14-18	May 21-25	May 28- June 1	June 12-16	June 19-23	June 26-30	July 3-7	July 10-14
I				La Union					
II	Lugusaran City								
III		Angeles City							
IV-A						Lagayan City			
IV-B								Metro Manila	
V									
VI						Albay			
VII			Cebu City				Boho City		
VIII								Iloilo City	
IX			Papadran City						
X					Cagayan de Oro City				
XI					Davao City				
XII									General Santos City
XIII				Surigao de Norte					
CAR								Baguio City	
NCR		Metro Manila							
ARMM									Cotabato City

ENCLOSURE #2: PROGRAM OF ACTIVITIES

Time	Training Proper				Day 4 Departure
	Day 0	Day 1	Day 2	Day 3	
8:30AM-10:00AM	Arrival ↓	Registration Opening Program Welcome Remarks- Host Region Opening Remarks Introductions	MOL/ Energizer Module 2: Self-Assessment Tools	MOL/ Energizer Module 5: Annotation	
10:00AM-10:15AM		Break			
10:15AM-12:00NN	*Meeting with the Trained Regional Trainers together with the RCTQ and CO Staff Trainers Team Formation	The Philippine Professional Standards for Teachers (PPST)	Module 3: Classroom Observation Tools (COT-RFMS)	Module 6: Portfolio Assessment	
12:00 NN - 1:00PM		Lunch Break			
1:00PM - 3:00PM	*Finalization of the Session Guides and Modules	Module 1: RFMS Tools	(continuation Module 3)	(continuation Module 6)	
3:00PM - 3:15PM		Break			
3:15PM - 5:00PM	*Final Team Practice of the Session Modules assigned for each Team	(continuation Module 1)	Module 4: Portfolio Preparation and Organization	Division Planning for the School Level Roll-Out Ways forward and Closing	

*Pre-meeting with the Trained Regional Trainers and CO Team and RCTQ

Provision of Meals and Accommodation

	DAY 0	DAY 1	DAY 2	DAY 3	DAY 4
Breakfast		✓	✓	✓	✓
AM Snacks		✓	✓	✓	
Lunch	✓	✓	✓	✓	
PM Snacks	✓	✓	✓	✓	
Dinner	✓	✓	✓	✓	
Accommodation	✓	✓	✓	✓	



DEPARTMENT OF EDUCATION
BUREAU OF HUMAN RESOURCE
AND ORGANIZATIONAL DEVELOPMENT

18 April 2018

ATTY. ALBERTO T. ESCOBARTE
Regional Director
DepEd Region No. XI
F. Torres St., Davao City

Thru: Regional Bids and Awards Committee (BAC)

Dear Director Escobarte,

The Human Resource Development Division-Bureau of Human Resource and Organizational Development (HRDD-BHROD) in partnership with the Research Center for Teacher Quality – Philippine Normal University (RCTQ-PNU) together with the DepEd trained trainers per region will conduct the **Regional Training of Trainers (RTOT) on the Results-based Performance Management System (RPMS) Manual for Teachers and School Heads of Region XI** within the area of Davao City.

Name of Activity	Tentative Date	No. of Pax	Board & Lodging, TEV of Trained Trainers per region, Supplies which includes the cost for the reproduction of the Manual
Regional Training of Trainers (RTOT) of DepEd Region XI on the RPMS Manual for Teachers and School Heads	June 12-16, 2018	105	*Php 889,200.00

**Pre-audited by Accounting Division-CO*

We intend to download the funds to your region to cover the expenses for board and lodging of participants, traveling expenses of the trained trainers per region, supplies which includes the cost for the reproduction of the manual amounting to Php 889,200.00. If your region is amenable to this, may we request for your acceptance letter to this request to expedite the downloading of funds for this activity.

Should you have any queries or concerns, please contact Mr. Earl Ryan Losito at (02) 470-6630 or email at bhrod.hrdd@deped.gov.ph.

We hope this request will merit your approval.

Thank you.

Sincerely yours,


MA. LOURDES B. PANTOJA
Director IV