



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CITY SCHOOLS-TAGBILARAN
City of Tagbilaran



April 26, 2017

DIVISION MEMORANDUM
No. 256 s. 2017

**GRADE 6 MASS TRAINING OF TEACHERS (MTOT) ON THE K-12 BASIC
EDUCATION PROGRAM (BEP)**

TO: Division Chiefs
Education Program Supervisors
Public Elementary School Heads
Grade 6 Teachers
All Others Concerned

1. In line with the implementation of the K-12 Basic Education Program, the Department of Education (DepEd) through the Bureau of Learning Delivery (BLD) in coordination with this office, Tagbilaran City Division will conduct the grade 6 Mass Training of Teachers (MTOT) on the K-12 Basic Education Program (BEP) on May 7-13, 2017 at Bohol Tropics Resort, Graham St. Tagbilaran City
2. Participants to this Activity are the Elementary School Principals permanent/regular teachers handling Grade 6 subjects in public elementary schools of this division.
(refer to the attached sheet).
 - Participants are required to bring the following:
 - Laptop
 - Learning Material of the subject taught
 - Recyclable materials (eg. Cellophane)
3. The seven (7) days duration of the MTOT shall be strictly followed so as to maintain the fidelity of the training.

4. The participants, trainers and management staff of the MTOT shall be entitled to service credits pursuant to the provisions of DepEd Order No. 19, s. 2011 and DepEd Order No. 53 s. 2003. On the other hand, non-teaching staff shall be provided with Compensatory Time –Off (CTO) per CSC and DBM Joint Circular No. 2, s. 2004. CID and SGOD Chiefs, Division K-12 Training Coordinators, and Lead Trainers are authorized to sign the Daily Time Records (DTRs) of the trainers and participants, upon validation of the entries of the DTRs.
5. Expenses relevant to such activity shall be chargeable against HRDD Fund subject to the usual accounting and auditing rules and regulations.
6. Immediate and wide dissemination of this memorandum is highly desired

for: *rchuga*
VIRGINIA C. ZAPANTA Ed.D.,CESO V
Schools Division Superintendent *V*