Republic of the Philippines
DEPARTMENT OF EDUCATION
Region III
SCHOOLS DIVISION OF NUEVA ECIJA
Old Capitol Compound, Burgos Avenue, Cabanatuan City 3100

March 4, 2016

DIVISION MEMORANDUM
No. 80, s. 2016

To: **All District Supervisors**
All Elementary Public School Heads
All Public School Grade 5 Teachers

RE: **MASS TRAINING OF TEACHERS (MTOT) FOR THE K TO 12 BASIC EDUCATION PROGRAM**

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1. In compliance to DepEd Memorandum No. 133, s. 2016, the Schools Division of Nueva Ecija shall conduct a **Mass Training of Teachers (MTOT)** on the following dates:

   Batch 1 **April 11 – 17, 2016**
   Batch 2 **April 19 – 25, 2016**

2. Venue will be announced later after the procurement process has been finalized and completed.

3. The MTOT intends to provide teachers with concrete understanding of the curriculum framework, learning standards, and competencies, teaching plans and assessment.

4. The participants in this activity are PERMANENT or REGULAR teachers handling Grade 5 subjects in all public elementary schools.

5. Travel expenses of teachers, trainers and management shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.

6. The following documents are enclosed for reference:

   Enclosure No. 1 – Summary List No. of Grade 5 Teachers in Each District.
   Enclosure No. 2 – Training Matrix of the Mass Training of Grade 5 Teachers on the Implementation of K to 12 Basic Education Program

7. The participants, trainers and management staff in the MTOT shall be entitled to service credits in accordance with DepEd Order No. 53, s. 2003 *entitled Updated Guidelines on Grant of Vacation Service Credits to Teachers* and DepEd Order No. 19, s. 2011 entitled *Granting of Vacation Service Credits to Teachers Implementing Dropout Reduction Program (DORP) and Open High School Program (OHSP).* On the other hand, non-teaching staff shall be provided with Compensatory Time-Off (CTO) per Civil Service Commission (CSC) and the Department of Budget and Management (DBM) Joint Circular No. 2,. S. 2004 on *Non-Monetary Remuneration for Overtime Service Rendered.*

8. Immediate dissemination of this Memorandum is desired.

RONALDO A. POZON, Ph.D., CESO V
Schools Division Superintendent

Encl: as stated

Budget Requirement for MTOT (Grade V under K to 12 curriculum) live in seminar package of 1140 participants for 7 days breakfast, AM snack, lunch PM snack, dinner and room accommodation.

Budget allocated: P800 / pax / day with the total amount of P6,384,000
seminar package includes the following.

- 1 function hall (fully air conditioned) can accommodate 500-600 participants
- 10 mini function halls that can accommodate 60 participants each.
- 10 LCD projector with wide screen
- 10 sound system with available microphone.
- With 2 welcome streamer
- Available white board with marker
- With purified drinking water and ice for the drink in all mini conference hall.
- Flowing coffee
- Parking space for participants vehicle
- Registration table
- Full service of trained & friendly employee in uniform
- Hotel room – can accommodate a maximum of 7 to 8 participants room with complete beddings (fully air conditioned)
- Responsible for the physical arrangement and seating arrangement

Prepared by:

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Chief, SGOD

Noted:

ERICSON S. SABACAN
OIC-Asst. Schools Division Superintendent

Approved:

RONALDO A. POZON, Ph.D., CESO V
Schools Division Superintendent

1st day

BREAKFAST

*TOSILOG

(tocino , garlic rice , fried egg , coffee)

AM SNACK

* LOMIE W/ PUTO PUTI
* ICE TEA

LUNCH

* BEEF KARE-KARE
* BREADED FISH FILLET
* CHICKEN TINOLA
* RICE
* DESSERT
* DRINKS

PM SNACK

* CHICKEN SANDWICH
* PINEAPPLKE JUICE

DINNER

* PORK BABY BACK RIBS
* FRIED CHICKEN
* SEAFOODS DELIGHT
* RICE
* SOUP
* DESSERT
* DRINKS

2nd day

BREAKFAST

*TAPSILOG

(beef tapa , garlic rice , fried egg , coffee)

AM SNACK

* SOPAS W/ PUTO PUTI
* ORANGE JUICE

LUNCH

* SINIGANG NA BANGUS
* STUFFED EGGPLANTT
* FRIED TILAPIA
* RICE
* DESSERT
* DRINKS

PM SNACK

* TUNA SANDWICH
* PINEAPPLKE JUICE

DINNER

* BEEF BULALO
* PORK MENUDO
* LUMPIANG GULAY
* RICE
* SOUP
* DESSERT
* DRINKS

3rd day

BREAKFAST

*LONGSILOG

(longganisa , garlic rice , fried egg , coffee)

AM SNACK

* PALABOK W/ TOASTED BREAD
* ICE TEA

LUNCH

* CHICKEN BARBEQUE
* BUTTERED VEGETABLE
* LUMPIANG SHANGHAI
* RICE
* DESSERT
* SOUP
* DRINKS

PM SNACK

* ENCYMADA
* PINEAPPLKE JUICE

DINNER

* LECHON KAWALI
* KALABASA W/ SITAW GUISADO
* CHICKEN SINAMPALUKAN
* RICE
* SOUP
* DESSERT
* DRINKS

4th day

BREAKFAST

*TOCILOG

(tocino , garlic rice , fried egg , coffee)

AM SNACK

* ARROZCALDO W/ PUTO PUTI
* ORANGE JUICE

LUNCH

* INIHAW NA BANGUS
* PINAKBET
* CHICKEN PORK ADOBO
* RICE
* DESSERT
* SOUP
* DRINKS

PM SNACK

* SIOPAO
* ICE TEA

DINNER

* CRISPY CHICKEN
* BEEF CALDERETA
* CHOPSUEY
* RICE
* SOUP
* DESSERT
* DRINKS

5TH day

BREAKFAST

*HOTSILOS

(hotdog , garlic rice , fried egg , coffee)

AM SNACK

* CANTON GUISADO W/ TOASTED BREAD
* ICE TEA

LUNCH

* LOHANCHAI
* PORK STEAK
* ROASTED CHICKEN
* SOUP
* RICE
* DESSERT
* DRINKS

PM SNACK

* CONSUELOS UBE ROLL
* PINEAPPLKE JUICE

DINNER

* TORTANG TALONG
* FRIED FISH
* PORK ADOBO
* RICE
* SOUP
* DESSERT
* DRINKS

7th day

BREAKFAST

*TOSILOG

(tocino, garlic rice , fried egg , coffee)

AM SNACK

* SPAGHETTI W/ TOASTED BREAD
* ICE TEA

LUNCH

* LECHON KAWALI
* PINAKBET
* PORK ADOBO
* RICE
* DESSERT
* SOUP
* DRINKS

PM SNACK

* ENCYMADA
* PINEAPPLKE JUICE

DINNER

* LECHON KAWALI
* KALABASA W/ SITAW GUISADO
* CHICKEN SINAMPALUKAN
* RICE
* SOUP
* DESSERT
* DRINKS

6th day

BREAKFAST

*BONSILOG

(boneless bangus, garlic rice , fried egg , coffee)

AM SNACK

* BIHON GUISADO W/ TOASTED BREAD
* PINEAPPLE JUICE

LUNCH

* SWEET & SOUR PORK
* CONSUELOS FRIED CHICKEN
* CHOPSUEY
* SOUP
* RICE
* DESSERT
* DRINKS

PM SNACK

* CONSUELOS HAM & CHEESE ROLL
* ICE TEA

DINNER

* FISH FILLET SWEET & SOUR
* BUTTERED VEGETABLE
* PORK SINIGANG
* RICE
* DESSERT
* DRINKS