



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

MAY 16 2025

MEMORANDUM
No. 228, 2025

**TRAINING OF CORE FACULTY ON PHASE 2 IMPLEMENTATION OF THE
REVISED K TO 12 CURRICULUM FOR GRADE 2, 3, 5, AND 8 (G2358)
TEACHERS AND SCHOOL LEADERS**

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
OIC-Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads
All Others Concerned

1. Attached is Regional Memorandum No. 426, s. 2025 dated May 13, 2025, on the above-captioned title, the contents of which are self-explanatory, for the information and guidance of all concerned.
2. Immediate and wide dissemination of this Memorandum are desired.


VIOLETA M. GONZALES

Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

Encl: As stated
Reference: As stated
To be indicated in the Perpetual Index
Under the following subjects

TEACHERS TRAINING SCHOOLS

KDA/ Memo-Training of Core faculty on Phase 2 Implementation of the revised k to 12

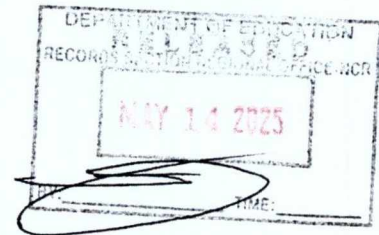
228 May 15, 2025

NUM-2025-228

228



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



5600

May 13, 2025

REGIONAL MEMORANDUM

NR 426, s. 2025

To: Schools Division Superintendents
Chief, Human Resource Development Division
Officer-in-Charge, Curriculum and Learning Management Division
Chief Administrative Officer, Finance Division
Officer-in-Charge, Quality Assurance Division
Chief Education Supervisors, Curriculum Implementation Division
Chief Education Supervisors, School Governance and Operations Division
All Others Concerned

**TRAINING OF CORE FACULTY ON PHASE 2 IMPLEMENTATION OF THE
REVISED K TO 12 CURRICULUM FOR GRADES 2, 3, 5, AND 8 (G2358)
TEACHERS AND SCHOOL LEADERS**

1. In reference to Memorandum DM-OUHROD-2025-1064 and DM-OUHROD-2025-1100 from the Office of the Undersecretary for Human Resource and Organizational Development and Office of the Assistance Secretary for Human Resource and Organizational Development (*National Educators Academy of the Philippines*), this Office informs the field of the above-captioned subject which will be held on **May 15 to 17, 2025** at **Baguio City** (*specific venues will be announced through separate advisory*).
2. Spearheaded by the National Educators Academy of the Philippines (NEAP), the capacity building activity that is anchored on the **Engage, Practice, and Consolidate (EPC) Framework** (adopted from the Philippine Normal University) will focus on strengthening subject mastery and pedagogical expertise, enhancing teaching methodologies to improve learning outcomes, and ensuring effective monitoring of student progress and curriculum impact.
3. The qualified **Core Faculty** based on the Qualification Standard (QS) set by NEAP Central Office (*please refer to Enclosure 3 of DM-OUHROD-2025-1100*) and endorsed by Schools Division Offices (SDOs) are advised to attend the said **capacity building**.



6 Misamis St., Bago Bantay, Quezon City
Email Address: ncr@deped.gov.ph
Website: <http://www.depedncr.com.ph>





Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

4. The identified core faculty are requested to confirm their attendance through this registration link: <https://tinyurl.com/TrainingofCoreTrainingFaculty>. They are reminded to bring their own laptops, extension cord, and personal maintenance medicines.
5. The training materials, board and lodging of the participants shall be charged to CO Human Resource Development (HRD) Fund. Funds shall likewise be downloaded for the transportation, per diem, and other incidental expenses of the participants. In case the downloaded funds shall be insufficient, local funds of SDO/school may be utilized, subject to the usual accounting and auditing rules and regulations.
6. The participants are entitled to vacation service credits in accordance with DepEd Order No. 013, s. 2024 "Revised Guidelines on the Grant of Vacation Service Credits for Teachers" or DepEd Order No. 009, s. 2025 "Amendment to DepEd Order No. 009, s. 2024 (Implementing Guidelines on the School Calendar and Activities for the School Year 2024-2025)," or compensatory time-off pursuant to CSC-DBM Joint Circular No. 2, s. 2004 "Non-Monetary Remuneration for Overtime Services Rendered," whichever is applicable.
7. For questions and clarifications regarding the activity, please contact **Mr. Alexander Simagala**, Project Development Officer IV, NEAP Professional Development Division, through email alexander.simagala@deped.gov.ph neap.pdd@deped.gov.ph / neap.od@deped.gov.ph / matatag.phase2@gmail.com or landline (02) 8715-9919.
8. Immediate dissemination and strict compliance with this Memorandum is desired.

JOCELYN DR ANDAYA

Regional Director, NCR
concurrent Officer-In-Charge, Office of the
Assistant Secretary for Operation



6 Misamis St., Bago Bantay, Quezon City
Email Address: ncr@deped.gov.ph
Website: <http://www.depedncr.com.ph>





Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

Enclosure 1:

List of Core Faculty for Phase 2 Implementation of the Revised K to 12 Curriculum for Grades 2, 3, 5, and 8 (G2358) Teachers and School Leaders

May 15 to 17, 2025

Baguio City

SDO Caloocan		
Grade 2		
No.	Name	Position
1	Marites B. Directo	Education Program Supervisor
2	Amaflor C. Alde	Public Schools District Supervisor
Grade 3		
1	Christian Jay Y. Ilagan	Education Program Supervisor
2	Nimfa A. Hernaez	Education Program Supervisor
3	Helen G. Tamondong	Public Schools District Supervisor

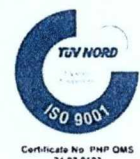
Grade 5			
No.	Name	Position	Subject
1	Jennifer B. Mondoy	Education Program Supervisor	Mathematics
2	Emiterio D. Macarubbo	Education Program Supervisor	Science
3	Allan G. Salom	Education Program Supervisor	EPP
4	Archie Azucenas	Public Schools District Supervisor	AP
Grade 8			
1	Sheila C. Molina	Education Program Supervisor	Filipino
2	Danilo S. Duyan	Education Program Supervisor	MAPEH

SDO Las Piñas		
Grade 2		
No.	Name	Position
1	Herwina R. Simbillo	Master Teacher I
Grade 3		
1	Mary Jane D. Ayapana	Master Teacher II

Grade 5			
No.	Name	Position	Subject
1	Wilma Villegas	Master Teacher I	English



6 Misamis St., Bago Bantay, Quezon City
Email Address: ncr@deped.gov.ph
Website: <http://www.depedncr.com.ph>





Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

Grade 8			
1	Bayani P. Marquez, Jr.	Head Teacher II	Mathematics
2	Maria Angela S. Ferniz	Master Teacher I	Science

SDO Makati		
Grade 2		
No.	Name	Position
1	Maria Cristina H. Morillo	Master Teacher I
Grade 3		
1	Marie Grace A. Cobico	Master Teacher II

Grade 5			
No.	Name	Position	Subject
1	Maria Fe C. Balaba	Education Program Supervisor	Filipino
Grade 8			
1	Jolivel M. Castelo	Education Program Supervisor	TLE
2	Michael M. Mercado	OIC- CID Chief	AP

SDO Malabon		
Grade 2		
No.	Name	Position
1	Evelyn C. Callada	Education Program Supervisor
Grade 3		
1	Jude Chris DG. Francisco	Assistant Principal II

Grade 5			
No.	Name	Position	Subject
1	Zenaida M. Roberto	Education Program Supervisor	GMRC
Grade 8			
1	Joey D. Tabuena	Head Teacher	Filipino
2	Augusto Jayson C. Carpio	Head Teacher	English



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

SDO Mandaluyong		
Grade 2		
No.	Name	Position
1	Cesar A. Nachor	Education Program Supervisor
Grade 3		
1	Ramon M. Belardo, Jr.	Education Program Supervisor

Grade 5			
No.	Name	Position	Subject
1	Randy F. Tilbe	Head Teacher	MAPEH
2	Salvador Manansala	Master Teacher I	Mathematics
Grade 8			
1	Leopoldo A. Miranda Jr.	Education Program Supervisor	MAPEH
2	Hazel Ann T. Tividad	Teacher III	Science

SDO Manila		
Grade 2		
No.	Name	Position
1	Vicente Victorio, Jr.	Education Program Supervisor
2	Lucita A. Gener	Education Program Supervisor
Grade 3		
1	Edwin R. Mabilin	Education Program Supervisor
2	Remylynda T. Soriano	Education Program Supervisor

Grade 5			
No.	Name	Position	Subject
1	Merie Gerlie V. Capiral	Education Program Supervisor	Science
2	Ariel D. Tosio	Education Program Supervisor	EPP
3	Amalia Solis	Education Program Supervisor	AP
Grade 8			
1	Ronald A. Capile	Public Schools District Supervisor	Mathematics
2	Paulo T. Adorio	Public Schools District Supervisor	Values Education



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

SDO Marikina		
Grade 2		
No.	Name	Position
1	Rhadielin DC. Santiago	Master Teacher I
Grade 3		
1	Mara Vidah S. Codon	Master Teacher I

Grade 5			
No.	Name	Position	Subject
1	Jason V. Panay	Teacher III	English
2	Wilfredo A. Santos Jr.	Master Teacher II	Filipino
Grade 8			
1	Mona Liza T. Pacuri	Master Teacher I	Values Education
2	Aaron S. Enano	Education Program Supervisor	AP

SDO Muntinlupa		
Grade 2		
No.	Name	Position
1	Marissa Andanza	Education Program Supervisor
Grade 3		
1	Mariel Eugene L. Luna	Education Program Supervisor

Grade 5			
No.	Name	Position	Subject
1	Liliosa B. Palce	Education Program Supervisor	GMRC
2	Evangeline M. Aman	Public Schools District Supervisor	MAPEH
Grade 8			
1	John Albert B. Colle	Education Program Supervisor	Filipino
2	Ma. Carmen D. Solayao	Education Program Supervisor	English

SDO Navotas		
Grade 2		
No.	Name	Position
1	Wilbert G. Balboa	Education Program Supervisor



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

Grade 3		
1	Russel P. Samson	Principal

Grade 5			
No.	Name	Position	Subject
1	Albert J. Tiangco	Education Program Supervisor	Mathematics

Grade 8			
1	Grace R. Nieves	Education Program Supervisor	TLE

SDO Parañaque		
Grade 2		
No.	Name	Position
1	Caroline B. Bacay	Master Teacher I
Grade 3		
1	Lowela Britanico	Master Teacher

Grade 5			
No.	Name	Position	Subject
1	Mario Madriaga	Master Teacher	Science
Grade 8			
1	Mary Ann Vecino	Master Teacher I	MAPEH
2	Jessa Cristin Agsalon	Master Teacher I	Mathematics

SDO Pasay		
Grade 2		
No.	Name	Position
1	Ana Marie A. Afuang	Education Program Supervisor
Grade 3		
1	Pedro D. Gloriani	Education Program Supervisor

Grade 5			
No.	Name	Position	Subject
1	Eleanor C. Capilitan	Public Schools District Supervisor	EPP
2	Leuvina D. Erni	Education Program Supervisor	AP



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

Grade 8			
1	Maripaz T. Mendoza	Education Program Supervisor	Science
2	Ramil D. Dorol	Education Program Supervisor	TLE

SDO Pasig		
Grade 2		
No.	Name	Position
1	Marites R. Borrás	Principal
Grade 3		
1	Lani Garcia	Principal IV

Grade 5			
No.	Name	Position	Subject
1	Marife Villadiego	Principal IV	English
2	Victor M. Javena	Chief Education Supervisor, SGOD	Filipino
Grade 8			
1	Gerolyn Postrana	Master Teacher	AP
2	Joselito Calios	Education Program Supervisor	English

SDO Quezon City		
Grade 2		
No.	Name	Position
1	Shiarell Loida Cruz	Principal
2	Armelyn C. Matiga	Principal
Grade 3		
1	Janice A. Pallaran	Principal
2	Annalyn O. Fernandez	Principal
3	Michelle Silva	Principal

Grade 5			
No.	Name	Position	Subject
1	Jenneth Molinilla	Principal	GMRC
2	Johannsen C. Yap	Assistant Principal II	MAPEH
Grade 8			
1	Ernesto D. Ferrer, Jr.	Principal	Filipino
2	Grace Dicen	Master Teacher I	Values Education
3	Marilyn C. Binuya	Head Teacher VI	MAPEH



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

SDO San Juan			
Grade 2			
No.	Name	Position	
1	Marnelli B. Tolentino	Education Program Supervisor	
Grade 3			
1	Orlando Claor	Education Program Supervisor	
Grade 5			
No.	Name	Position	Subject
1	Helen S. Acedo	Education Program Supervisor	Mathematics
Grade 8			
1	Romalyn Anne S. Sotelo	Teacher III	Mathematics

SDO Taguig City and Pateros			
Grade 2			
No.	Name	Position	
1	Victoria R. Landicho	Education Program Supervisor	
2	Jennifer G. Rama	Education Program Supervisor	
Grade 3			
1	Lovelyn M. Intal	Education Program Supervisor	
2	Marilou U. Gelacio	Master Teacher I	
Grade 5			
No.	Name	Position	Subject
1	Rowena O. Roa	Public Schools District Supervisor	Science
2	Josephine M. Sotto	Teacher III	EPP
Grade 8			
1	Marivic T. Almo	Education Program Supervisor	Science
2	Beatriz D. Maguigad	Education Program Supervisor	TLE



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

SDO Valenzuela		
Grade 2		
No.	Name	Position
1	Juanito Valles	Principal I
Grade 3		
1	Marihersest V. David	Principal I

Grade 5			
No.	Name	Position	Subject
1	Maria Eugel Adofina	Teacher III	GMRC
2	Rosalinda Quilates	Principal IV	English
Grade 8			
1	Roderick O. Alo	Head Teacher VI	Filipino
2	Winnie F. Tugade	Education Program Supervisor	English

Regional Office		
Grade 2		
No.	Name	Position
1	Andrew E. Tan	Education Program Supervisor
Grade 3		
1	Marita D. Aquino	Education Program Supervisor

Grade 5			
No.	Name	Position	Subject
1	Roland Montes	Education Program Supervisor	GMRC
Grade 8			
1	Arnold C. Gatus	Education Program Supervisor	English
2	James A. Roldan	Education Program Supervisor	TLE



6 Misamis St., Bago Bantay, Quezon City
Email Address: ncr@deped.gov.ph
Website: <http://www.depedncr.com.ph>





Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

Enclosure 2:

**List of Program Management Team (PMT) for Phase 2 Implementation of the
Revised K to 12 Curriculum for Grades 2, 3, 5, and 8 (G2358) Teachers and
School Leaders**

May 15 to 17, 2025
Baguio City

No.	Name	Position	Office
1	Hajji R. Palmero	Chief Education Supervisor	HRDD NEAP-R
2	Micah G. Pacheco	OIC- Chief Education Supervisor	CLMD
3	Juliet J. Icamen	Chief Administrative Officer	Finance Division
4	Rowena S. Ontangco	Education Program Supervisor	QAD



6 Misamis St., Bago Bantay, Quezon City
Email Address: ncr@deped.gov.ph
Website: <http://www.depedncr.com.ph>





Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2025-1100

TO : **Regional Directors**
Schools Division Superintendents
HRDD Chiefs / NEAP R Focal Persons
CID Chiefs
SGOD Chiefs
All Others Concerned

FROM : **WILFREDO E. CABRAL**
Undersecretary
Human Resource and Organizational Development

SUBJECT : **IMPLEMENTATION OF THE PHASE 2 - REVISED K TO 12 CURRICULUM CAPACITY BUILDING ACTIVITIES FOR GRADES 2, 3, 5, AND 8 (G2358) TEACHERS AND SCHOOL LEADERS**

DATE : 29 April 2025

1. The Department of Education, through the National Educators Academy of the Philippines (NEAP), will undertake the **Implementation of the Phase 2 - Revised Curriculum Capacity Building Activities for Grades 2, 3, 5, and 8 (G2358) for Teachers and School Leaders**, with schedule as follows:

Activity	Date	Venue	Participants
Training of Core Faculty	15-17 May 2025	Baguio City	Core Faculty from all regions
Expansion of Core Training Faculty (Batch 1)	19-21 May 2025	Baguio City	CAR and Region I
Expansion of Core Training Faculty (Batch 2)	23-25 May 2025	Baguio City	Region II
		Region V	Region V
		Cebu	Regions VI and VII
Expansion of Core Training Faculty (Batch 3)	27-29 May 2025	Baguio City	Region III
		Region IV-A	Region IV-A
		Cebu	Regions VIII, IX, and X
Expansion of Core Training Faculty (Batch 4)	31 May – 02 June 2025	Baguio City	NCR
		Cebu	Regions XI, XII, and XIII
		Region IV-B	Region IV-B
Training of Teachers	04-13 June 2025 (any 3 days)	All SDOs	All SDOs
Training of School Leaders	15-31 July 2025 (any 3 days)	All ROs	School leaders from all regions



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549
Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	DM-OUHROD	Rev	00
Effectivity	03.23.23	Page	1 of 3



2. For this phase, the capacity building activities will focus on the following aspects:
 - a. **Teacher Competence** – Strengthening subject mastery and pedagogical expertise
 - b. **Instructional Strategies** – Enhancing teaching methodologies to improve learning outcomes
 - c. **Assessment and Evaluation** – Ensuring effective monitoring of student progress and curriculum impact
3. In line with NEAP's efforts to make its professional development programs systematic and programmatic, these activities are anchored on the **Engage, Practice, and Consolidate (EPC) Framework** (adopted from the Philippine Normal University) which guarantees the following:
 - a. Teachers actively **engage** in acquiring new inputs on content, pedagogy, and assessment relative to curriculum delivery;
 - b. Teachers effectively **practice** these skills in real classroom settings; and
 - c. Teachers **consolidate** their learnings and feedback on their learning experiences to refine their teaching practices for continuous improvement and long-term sustainability.
4. To ensure the quality and effectiveness of the training activities, **all Regional Offices (ROs) and Schools Division Offices (SDOs) are advised to strictly adhere to the following guidelines and protocols:**
 - a. **Enclosure 1** – *Qualification Standards for Core Trainers and Training Faculty*
 - b. **Enclosure 2** – *Training Protocol and Guidelines (including Roles and Responsibilities)*
5. Likewise attached are the following documents, for reference:
 - a. **Enclosure 3** – *Breakdown of Participants per Activity*
 - b. **Enclosure 4** – *Program Flow per Activity*
6. **The ROs are also advised to ensure that availability of trainers to support schools implementing Indigenous Peoples Education (IPed) and Special Needs Education (SNEd) programs.**
7. The participants are required to check in on Day 0 and check out on Day 4. Please see the meal schedule below.

Meals	Day 0	Day 1	Day 2	Day 3	Day 4
Breakfast		✓	✓	✓	✓
AM Snack		✓	✓	✓	✓
Lunch	✓	✓	✓	✓	
PM Snack	✓	✓	✓	✓	
Dinner	✓	✓	✓	✓	

8. The participants are reminded to bring their own laptops, chargers, extension cords, and other sources of internet connectivity (e.g., mobile data, pocket wifi, etc.).
9. The participants' board and lodging shall be charged against the Human Resource Development (HRD) Funds. Funds shall likewise be downloaded for the transportation, per diem, and other incidental expenses of the participants. In case the downloaded funds shall be insufficient, local funds of RO/SDO/school may be utilized, subject to the usual accounting and auditing rules and regulations.
10. The implementing guidelines on the utilization of the downloaded HRD Funds for this purpose as well as other important details on the activities will be released through a separate memorandum/advisory.
11. The participants are entitled to vacation service credits in accordance with DepEd Order No. 013, s. 2024 *"Revised Guidelines on the Grant of Vacation Service Credits for Teachers"* or DepEd Order No. 009, s. 2025 *"Amendment to DepEd Order No. 009, s. 2024 (Implementing Guidelines on the School Calendar and Activities for the School Year 2024-2025)"*, or compensatory time-off pursuant to CSC-DBM Joint Circular No. 2, s. 2004 *"Non-Monetary Remuneration for Overtime Services Rendered,"* whichever is applicable.
12. Should you have questions and concerns, please coordinate with **Mr. Alexander Simagala**, Project Development Officer IV, NEAP Professional Development Division, through email alexander.simagala@deped.gov.ph / neap.pdd@deped.gov.ph / neap.od@deped.gov.ph / matatag.phase2@gmail.com or landline (02) 8715-9919.
13. For immediate dissemination and strict compliance.

Copy furnished:

OFFICE OF THE SECRETARY
OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
 Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549
 Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	DM-OUHROD	Rev	00
Effectivity	03.23.23	Page	3 of 3





Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 1: Qualification Standards for Core Trainers and Training Faculty
(Phase 2 – Revised K to 12 Curriculum Capacity Building Activities for G2358
Teachers and School Leaders)

The effectiveness of the training is reliant on the quality of core trainers and training faculty from the regions. They shall serve as Resource Persons in the conduct of SDO-led training of teachers. With this, the academy encourages a thorough evaluation at various governance levels to ensure that only the most qualified are chosen and endorsed to be a part of the pool of core trainers and expanded training faculty.

To ensure the effectiveness and equity of the training program, the selection of core trainers will consider diverse contexts and specialized areas of education, including:

- **Competency Benchmark** - Educators with strong leadership, instructional, and mentoring capabilities who can guide teachers effectively.
- **Indigenous People (IP) Education** - Trainers with expertise in culturally responsive teaching to support IP learners
- **Special Needs Education (SNED)** - Specialists who can address the needs of learners with disabilities

The Regional Offices, through their Human Resource Development Division (HRDD) Chiefs, are responsible for identifying and selecting the Training Faculty for their respective regions. To ensure a highly competent pool of trainers, all Schools Division Offices (SDOs) are encouraged to nominate qualified candidates based on the Qualification Standards (QS) set by the NEAP Central Office. These standards ensure the selection of trainers who exhibit:

- Strong subject matter expertise aligned with the revised k to 12 curriculum.
- Exceptional facilitation and instructional skills to deliver engaging and effective training.
- Extensive experience in teacher training and professional development to maximize learning impact.

The number of training faculty required per region is indicated in Enclosure 3. The Regional Office is responsible for cascading the allocation and ensuring proper distribution across their divisions. The HRDD Chief is tasked with assigning the total number of Core Training Faculty per SDO, ensuring that each SDO has adequate trainers for Grades 2, 3, 5, and 8. This guarantees equitable representation and a well-distributed pool of trainers to support the successful implementation of the Revised K to 12 (MATATAG) Curriculum.

QUALIFICATION STANDARDS

The selection is open to Teachers, Master Teachers, School Leaders (Officer-in-Charge, Teachers-in-Charge, Assistant Principals, and Principals), and teaching-related personnel (Chiefs, Education Program Supervisors, and Public Schools District Supervisors) from the Department of Education.



Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Candidate must meet the following qualifications and requirements.

1. EDUCATION

- Must be a **master's degree graduate** in Education with a specialization in the subject to be trained.

2. TRAINING

- Must have served as a resource person in related topics within the past three years.
- Must have completed at least 40 hours of relevant training.
- Must be capable of developing and implementing professional development programs (e.g., LAC sessions, coaching and mentoring, job-embedding learning) while demonstrating professionalism in communication and conduct, as well as proficiency in using technology for training and instruction.

3. EXPERIENCE

- Must have experience in managing quality-assured Professional Development Programs (PDs), such as MATATAG Phase 1.
- Must demonstrate competence in team leadership, session management, program implementation, and monitoring.
- Must be capable of localizing learning resources, delivering sessions effectively, and being open to feedback for continuous improvement.

4. PERFORMANCE RATING

- Must have at least a **Very Satisfactory (VS)** performance rating for the last rating period.

DOCUMENTARY REQUIREMENTS:

Interested candidates must submit the following documents to their respective Schools Division Office. This process ensures thorough evaluation and selection, leading to the identification of the official trainers within each division:

1. Letter of Intent
2. Curriculum Vitae (following the PRC template)
3. Declaration of Availability and Willingness - a signed statement confirming availability to attend training sessions during vacation (for teachers only).
4. Medical Certificate (issued by a government physician, certifying the candidate's physical fitness and emotional stability).



Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 2: Training Protocol and Guidelines

(Phase 2 – Revised K to 12 Curriculum Capacity Building Activities for G2358 Teachers and School Leaders)

1. The training will cover 3 days of face-to-face sessions (Engage), at least 6 months of Workplace Application (Practice), and 3 days of reporting of results and feedback (Consolidate).

2. Roles and Responsibilities

2.1 Training Faculty - serve as Resource Persons in the training of Grades 2, 3, 5, and 8 teachers at the Schools Division Office (SDO) level.

2.1.1 Program Management Team (PMT) for Core Training Faculty and Faculty Expansion

During the Training of Core Faculty and Expansion of Training Faculty, NEAP CO assign the members of the PMT. Coordination meeting shall be conducted to orient the PMT members.

2.2 LMT and PMT in Each SDO During the Implementation of the Training of Teachers

2.2.1 Learning Management Team (LMT)

The LMT is responsible for managing and overseeing the learning process throughout the training implementation. In particular, the team shall:

- Ensure the proper facilitation and delivery of training sessions
- Provide technical assistance to trainers and participants
- Oversee the alignment of training content with the Revised K to 12 (MATATAG) Curriculum
- Monitor and evaluate the effectiveness of the training program in district or clustered-based school training

LMT Composition:

- Curriculum Implementation Division (CID) Chief, Education Program Supervisors (EPS), and Public Schools District Supervisors (PSDS)

2.2.2 Program Management Team (PMT)

The PMT is responsible for the overall program implementation, logistics, and monitoring of training activities at the district or clustered schools level. Their key duties include:

- Managing the smooth conduct of training sessions
- Ensuring compliance with training schedules and requirements
- Overseeing the completion and submission of participants outputs
- Monitoring and evaluating district or clustered school-based training



Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

PMT Composition:

- School Governance and Operations Division (SGOD) Chief, Education Program Supervisor (EPS) in SGOD, SEPS and EPS II for School Management and Monitoring and Evaluation, SEPS for Human Resource Development, and District Nurse (responsible for monitoring the health and well-being of participants).

3. The Grade 2 and 3 training is designed for self-contained classrooms where teachers handle all subjects.

4. The Grade 5 and 8 training is designed for subject-specific teaching, where different teachers handle individual subjects.

5. Participants must attend the entire face-to-face training. Tardiness and absences will result in non-completion of the training.

6. The PMT is responsible for ensuring those participants complete sessions tasks and submit required outputs.

7. Certificate of Participation shall be received by participants who will complete the training. Certificate of Recognition shall be received by the Trainers/facilitators, and members of PMT and LMT.

Link: <https://tinyurl.com/4ztmt88p>

8. The NEAP National Technical Working Group (TWG), Regional Technical Working Group, and PMT/LMT at the SDO level will monitor the implementation of the Training of Teachers.

9. A Pre-Test will be administered before the training begins, and a Post-Test will be conducted upon completion.

10. The SEPS and EPS II (Monitoring and Evaluation) will conduct the End of the Day Evaluation in their respective SDOs and consolidate.

11. All M&E Reports (including the End of the Day Evaluation and pictures taken during the training) shall be submitted to the Regional Office through the HRDD Chief, who is responsible for consolidating the End of the Day Evaluation submitted by each SDO. The reports will then be forwarded to the NEAP Central Office via the provided link.

Link: <https://tinyurl.com/ycbjhev5>

12. The deadline for submitting the M&E Report is one month after the completion of the Training of Teachers.



Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 3: Training Participants

(Phase 2 – Revised K to 12 Curriculum Capacity Building Activities for G2358 Teachers and School Leaders)

The Core Training Faculty is composed of the regional participants invited as writers of the Training Resource Package developed from August to December 2024. The PMT refers to the Regional Chiefs of HRDD and CLMD and Division Chiefs of the Finance and Administrative Services.

BREAKDOWN OF PARTICIPANTS

Training of Core Training Faculty

Region	CORE TRAINING FACULTY					PMT	TOTAL
	Grade 2	Grade 3	Grade 5	Grade 8	TOTAL		
1	15	15	21	19	70	4	74
2	12	12	17	15	56	4	60
3	30	29	36	35	130	4	134
4a	34	35	42	39	150	4	154
4b	11	11	15	15	52	4	56
5	23	22	27	26	98	4	102
6	24	23	32	28	107	4	111
7	23	23	29	27	102	4	106
8	19	16	21	21	77	4	81
9	13	13	17	16	59	4	63
10	16	15	20	17	68	4	72
11	15	14	20	19	68	4	72
12	13	13	18	17	61	4	65
13	10	10	14	14	48	4	52
CAR	9	7	11	11	38	8	46
NCR	21	23	30	33	107	4	111
TOTAL	288	281	370	352	1,291	68	1,359



Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

BREAKDOWN OF PARTICIPANTS

Expansion of Core Training Faculty

Region	CORE TRAINING FACULTY					PMT	RP	TOTAL
	Grade 2	Grade 3	Grade 5	Grade 8	TOTAL			
Batch 1								
1	207	214	248	206	875	35	53	963
CAR	107	89	89	67	352	15	22	389
Batch 2a								
2	167	166	187	143	663	27	40	730
4b	153	156	159	144	612	25	37	674
Batch 2b								
5	322	319	329	302	1,272	51	77	1,400
Batch 2c								
6	341	336	399	326	1,402	57	85	1,544
7	331	324	353	313	1,321	53	80	1454
Batch 3a								
3	430	414	459	422	1,725	69	104	1,898
Batch 3b								
4a	487	493	553	499	2,032	82	122	2,236
Batch 3c								
8	274	234	246	228	982	40	59	1,081
9	185	180	193	153	711	29	43	783
10	222	213	226	178	839	34	51	924
Batch 4a								
NCR	299	329	367	398	1,393	56	84	1,533
Batch 4b								
11	209	204	224	197	834	34	51	919
12	182	180	204	171	737	30	45	812
13	142	137	148	131	558	23	34	615
TOTAL	4,058	3,988	4,384	3,878	16,308	660	987	17,120



Republika ng Pilipinas
Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

BREAKDOWN OF PARTICIPANTS
Training of Teachers

Region	TEACHERS					TRAINING FACULTY					PMT	TOTAL
	Grade 2	Grade 3	Grade 5	Grade 8	TOTAL	Grade 2	Grade 3	Grade 5	Grade 8	TOTAL		
1	3,453	3,560	4,126	3,435	14,574	207	214	248	206	874	583	16,031
2	2,790	2,761	3,109	2,390	11,050	167	166	187	143	663	442	12,155
3	7,162	6,908	7,653	7,028	28,751	430	414	459	422	1,725	1,150	31,626
4a	8,115	8,223	9,218	8,324	33,880	487	493	553	499	2,033	1,355	37,268
4b	2,548	2,606	2,652	2,399	10,205	153	156	159	144	612	408	11,225
5	5,364	5,321	5,489	5,030	21,204	322	319	329	302	1,272	848	23,324
6	5,679	5,592	6,658	5,437	23,366	341	336	399	326	1,402	935	25,703
7	5,513	5,405	5,875	5,211	22,004	331	324	353	313	1,320	880	24,204
8	4,567	3,896	4,105	3,797	16,365	274	234	246	228	982	655	18,002
9	3,091	3,000	3,214	2,554	11,859	185	180	193	153	712	474	13,045
10	3,700	3,548	3,766	2,974	13,988	222	213	226	178	839	560	15,387
11	3,490	3,408	3,728	3,277	13,903	209	204	224	197	834	556	15,293
12	3,029	2,992	3,397	2,848	12,266	182	180	204	171	736	491	13,493
13	2,373	2,276	2,466	2,189	9,304	142	137	148	131	558	372	10,234
CAR	1,779	1,478	1,488	1,123	5,868	107	89	89	67	352	235	6,455
NCR	4,991	5,488	6,122	6,628	23,229	299	329	367	398	1,394	929	25,552
TOTAL	67,644	66,462	73,066	64,644	271,816	4,059	3,988	4,384	3,879	16,309	10,873	298,998



Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

BREAKDOWN OF PARTICIPANTS

Training of School Leaders

Region	School Leaders	Program Management Team	NEAP Personnel and TWG	TOTAL
1	3,393	50	30	3,473
2	2,916	50	30	2,996
3	5,194	50	30	5,274
4a	6,007	50	30	6,087
4b	2,684	50	30	2,764
5	4,467	50	30	4,547
6	5,037	50	30	5,117
7	4,697	50	30	4,777
8	4,466	50	30	4,546
9	2,868	50	30	2,948
10	3,106	50	30	3,186
11	2,704	50	30	2,784
12	2,541	50	30	2,621
13	2,355	50	30	2,435
CAR	2,080	50	30	2,160
NCR	2,687	50	30	2,767
TOTAL	57,202	800	480	58,482



Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 4: Program of Activities

(Phase 2 – Revised K to 12 Curriculum Capacity Building Activities for G2358 Teachers and School Leaders)

TRAINING OF TRAINING FACULTY (GRADE 2)

SCHEDULE	ACTIVITIES		
	DAY 1	DAY 2	DAY 3
8:00- 8:30	Opening Program	Management of Learning	
8:30- 10:00	Session 1. Optimizing Teaching by Understanding the Nature of Learners	Session 5. Makabansa Curriculum: Content and Pedagogy	Session 8. Demonstration Teaching: Achieving Success in Lesson Delivery
10:00-10:15	Health Break		
10:15-12:00	Session 2. English Curriculum: Content and Pedagogy	Session 6. GMRC Curriculum: Content and Pedagogy	Continuation of Session 8. Demonstration Teaching: Achieving Success in Lesson Delivery
12:00-12:45	Lunch Break		
12:45-1:00	Afternoon Management of Learning		
1:00-3:00	Session 3. Filipino Curriculum: Content and Pedagogy	Session 7. Positive Use of ICT in Facilitating Teaching-Learning Process	Session 9. Strengthening Teaching Practices for Better Learning Outcomes through Collaborative Expertise Sessions
3:00-3:15	Health Break		
3:15-4:00	Session 4. Mathematics Curriculum: Content and Pedagogy	Workshop 1. Lesson Planning Integrating Content and Pedagogy	Closing Program
4:00-4:30	End-of-the-Day Reminders and Evaluation		



Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

TRAINING OF TRAINING FACULTY (GRADE 3)

SCHEDULE	ACTIVITIES		
	DAY 1	DAY 2	DAY 3
8:00- 8:30	Opening Program	Management of Learning	
8:30- 10:00	Session 1. Optimizing Teaching by Understanding the Nature of Learners	Session 5. Makabansa Curriculum: Content and Pedagogy	Workshop 1. Lesson Planning Integrating Content and Pedagogy
10:00-10:15	Health Break		
10:15-12:00	Session 2. English Curriculum: Content and Pedagogy	Session 6. GMRC Curriculum: Content and Pedagogy	Session 9. Demonstration Teaching: Achieving Success in Lesson Delivery
12:00-12:45	Lunch Break		
12:45-1:00	Afternoon Management of Learning		
1:00-3:00	Session 3. Filipino Curriculum: Content and Pedagogy	Session 7. Science Curriculum: Content and Pedagogy	Session 10. Strengthening Teaching Practices for Better Learning Outcomes through Collaborative Expertise Sessions
3:00-3:15	Health Break		
3:15-4:00	Session 4. Mathematics Curriculum: Content and Pedagogy	Session 8. Positive Use of ICT in Facilitating Teaching-Learning Process	Closing Program
4:00-4:30	End-of-the-Day Reminders and Evaluation		



Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

TRAINING OF TRAINING FACULTY (GRADES 5 AND 8)

SCHEDULE	ACTIVITIES		
	DAY 1	DAY 2	DAY 3
8:00- 8:30	Opening Program	Management of Learning	
8:30- 10:00	Session 1. Optimizing Teaching by Understanding the Nature of Learners	Workshop 1. Crafting of Sample Assessment Tools [in the Learning Area]	Workshop 3. Lesson Planning Integrating Content and Pedagogy
10:00-10:15	Health Break		
10:15-12:00	Session 2. Deepening Understanding of [Learning Area] Curriculum Content for Effective Instruction	Session 5. Curriculum Mapping and Unpacking Standards: Aligning Competencies for Effective Instruction	Session 7. Demonstration Teaching: Achieving Success in Lesson Delivery
12:00-12:45	Lunch Break		
12:45-1:00	Afternoon Management of Learning		
1:00-3:00	Session 3. Application of Instructional Design Framework in the Learning Area Delivery	Session 6. Positive Use of ICT in Facilitating Teaching-Learning Process	Session 8. Strengthening Teaching Practices for Better Learning Outcomes through Collaborative Expertise Sessions
3:00-3:15	Health Break		
3:15-4:00	Session 4. Designing Meaningful Assessments for Effective Learning in the Curriculum	Workshop 2. Curriculum Mapping and Unpacking of Competencies	Closing Program
4:00-4:30	End-of-the-Day Reminders and Evaluation		



Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

TRAINING OF TRAINING FACULTY (School Heads and PSDSs)

SCHEDULE	ACTIVITIES		
	DAY 1	DAY 2	DAY 3
8:00- 8:30	Opening Program	Management of Learning	
8:30- 10:00	Session 1. The General Shaping Paper of the Revised K to 12 (MATATAG) Curriculum	Session 5. Whole School Approach to Curriculum Planning	Workshop 1. Crafting of Samples PD Plan and WAP for Teachers
10:00-10:15	Health Break		
10:15-12:00	Session 2. Curriculum Progression across Key Stages	Session 6. Optimizing Leadership on Professional Development Programs: Avenue for Performance Enhancement and Intervention	Session 9. Collaborative Expertise Sessions as Vehicle for Effective Curriculum Delivery
12:00-12:45	Lunch Break		
12:45-1:00	Afternoon Management of Learning		
1:00-2:30	Session 3. Improving Learning Outcomes through Effective Curriculum Implementation	Session 7. Practicing the Learning through Workplace Application	Session 10. Promoting Sustainability through Monitoring and Evaluation
2:30-3:00	Health Break		
3:00-4:30	Session 4. Ensuring Availability and Effective Use of Learning and Teaching Resources	Session 8. Aligning PD Plan with Workplace Application Plan (WAP)	Closing Program
4:30-5:00	End-of-the-Day Reminders and Evaluation		

[NEAP/IGNACIO/MIRANDA/REYES/SANTOS]