Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

11 NOV 2026

DIVISION MEMORANDUM
No. 596 s. 2026

TRAINING - WORKSHOP FOR PROFESSIONAL DEVELOPMENT PROGRAM ON ENHANCING EPP/TLE TEACHERS' PEDAGOGICAL COMPETENCE IN TEACHING HARD-TO-TEACH COMPETENCIES IN GRADES 4–6

To: OIC - Assistant Schools Division Superintendent
OIC - Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary and Integrated Schools
All Others Concerned

1. This Office, through the Curriculum Implementation Division (CID), will conduct a Training - Workshop for Professional Development Program on Enhancing EPP/TLE Teachers' Pedagogical Competence in Teaching Hard-to-Teach Competencies in Grades 4 – 6 on December 15-17, 2026. The venue will be announced later.

2. It is understood that in the conduct of this activity, there shall be no discrimination on the basis of age, school affiliation, gender, civil status, disability, religion, or any other personal circumstance that is contrary to the principles of equal opportunity and inclusivity. Attached in the link the name of TWG and participants for the Training Workshop https://tinyurl.com/mzjmw5dw.

3. The composition of the TWG, the schedule of activities, and the detailed matrix of tasks are found in **Enclosure Nos. 1 and 2**, respectively.

4. Expenses for meals and venue of participants and Technical Working Group shall be charged against the HRTD Fund. Transportation of teacher and school head participants is chargeable against school MOOE, subject to the usual accounting and auditing rules and regulations.

5. Teacher trainers are entitled to service credits in accordance with DepED Order No. 13, s. 2024 titled Revised Guidelines on the Grant of Vacation Service Credits for Teachers. On the other hand, Non-Teaching personnel including the management staff shall be provided with Compensatory Time Off (CTO) as per Civil Service Commission (CSC) and Department of Budget (DBM) Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.

6. This Memorandum serves as an Authority to Travel of all participants.

7. Immediate dissemination of this Memorandum is desired.

ROEL F. BERMEJO
Schools Division Superintendent

Enclosure: As Stated
Reference: None
To be indicated in the Perpetual Index under the following subjects

CURRICULUM SCHOOLS TEACHERS

Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

Enclosure No. 1 to Division Memorandum No. 596, s. 2026

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LIST OF MANAGEMENT TEAM AND TECHNICAL WORKING GROUP

MANAGEMENT TEAM and CONSULTANTS	Roel F. Bermejo	SDS
	Marlon P. Destreza	OIC Office of ASDS
	Merlie J. Rubio	OIC Chief – CID/EPS – Filipino
	Reynaldo G. Crespo	EPS, TLE
	Lalain E. Delos Santos	PSDS – Schools Districts of Dao & Cuartero/Div.
	Edwin Jason D. Dueñas	EPS-LRMDS
	Immaculada J. Amores	SEPS-HRD
	Jerry Mosquete	EPS-HRD

Technical Working Group/ Resource Persons	1. Mark Nel R. Venus	Cuartero District
	2. Edwin Salanatin	Panay District
	3. Krizel Aguadera	Pilar District
	4. Jayram Javier	Cuartero District
	5. Robert O. Naelgas	Pontevedra District
	6. Jeffrey U. Buhat	Ivian District
	7. Romulo Besoña	Pilar District
	8. Arniel Batacandolo	Panitan District
	9. Scarlette A. Salazar	Dumalag District
	10. Erden Gentolia	Pontevedra District
	11. Francis Iglesia	Dumalag District
	12.Tito Estiaga	Dao District
	13.Arniel Somil	Sigma District
	14.Aljon Telesforo	Sigma District
	15.Michael Bade	Panitan District

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Enclosure No. 2 to Division Memorandum No. 596 s. 2026

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TRAINING MATRIX

December 15-17, 2026
The venue is TBA

Date & Time	Session	Proposed Resource Person
Day 1: December 15 , 2026		
7:30 am – 8:00 am 8:00 am – 8:15 am	Registration Opening Program and Pretest	**PMT**
8:15 am – 9:15 am 1 hour	Session 1: Tools of the Trade: Identifying and Selecting Tools and Materials for Industrial Arts	**Jeffrey Buhat**
9:15 am – 9:30 am	Health Break	
9:30 am – 10:30 am 1 hour	Session 2: Measure with Accuracy: Developing Basic Measuring Skills	**Arniel Batacandolo**
10:30 am – 11:30 am 1 hour	Session 3: From Ideas to Images: Teaching Basic Sketching, Outlining, and Shading	**Aljon telesforo**
11:30 am – 12:30 pm	Lunch Break	
12:30 pm – 12:45 pm	MOL	**TWG**
12:45 pm – 1:45 pm 1 hour	Continuation of Session 3: From Ideas to Images: Teaching Basic Sketching, Outlining, and Shading	**Aljon Telesforo**
1:45 pm – 2:45 pm 1 hour	Session 4: Letters and Lines: Developing Lettering Styles and the Alphabet of Lines	**Aljon telesforo**
2:45 pm – 3:00 pm	Health Break	
3:00 pm – 5:00 pm 2 hours	Session 5: Seeing in Three Views: Understanding and Teaching Orthographic Drawing	**Francis Iglesia**
5:00 pm – 5:15 pm	End -of- day Evaluation	

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Day 2: December 16 , 2026		
8:00 am – 9:00 am 1 hour	Session 6: From Flat to Form: Teaching Basic Isometric Drawing	**Tito Estiaga**
9:00 am – 9:15 am	Health Break	
9:15 am – 10:15 am 1 hour	Continuation of Session 6: From Flat to Form: Teaching Basic Isometric Drawing	**Tito Estiaga**
10:15 am – 11:15 am 1 hour	Session 7: Mastering Digital Documents: Word Processing for Effective Document Creation	**Romulo Besoña**
11:15 am – 12:15 pm	Lunch Break	
12:15 pm – 12:30 pm	MOL	**TWG**
12:30 pm – 1:30 pm 1 hour	Session 8: Present, Record, and Communicate: Developing Interactive Digital Presentations	**Ritchel Curvera**
1:30 pm – 3:30 pm 2 hours	Session 9: Design and Publish: Creating Digital Posters, Brochures, and Flyers	**Krizel Aguadera**
3:30 pm – 3:45 pm	Health Break	
3:45 pm – 4:45 pm 1 hour	Session 10: Numbers that Matter: Developing Spreadsheet Skills for Data Management and Analysis	**Jayram Javier** **Arniel Somil**
4:45 pm – 5:00 pm	End of Day Evaluation	

Day 3: December 17, 2026		
7:45 am – 8:00 am	MOL	**TWG**
8:00 am – 9:00 am 1 hour	Continuation of Session 10: Numbers that Matter: Developing Spreadsheet Skills for Data Management and Analysis	**Jayram Javier** **Arniel Somil**
9:00 am – 9:15 am	Health Break	
9:15 am – 10:15 am 1 hour	Session 11: Connected and Responsible: Utilizing Online Collaboration and Cloud-Based Tools	**Michael John R. Bade**
10:15 am – 11:15 am 1 hour	Session 12: Think Before You Code: Developing Algorithms and Process Flowcharts	**Erden Gentolea** **Edwin Salanatin**
11:15 am – 12:15 pm	Lunch Break	
12:15 pm – 12:30 pm	MOL	**TWG**
12:30 pm – 1:30 pm 1 hour	Continuation of Session 12: Think Before You Code: Developing Algorithms and Process Flowcharts	**Erden Gentolea** **Edwin Salanatin**
1:30 pm – 3:30 pm 2 hours	Session 13: From Blocks to Creations: Developing Animations, Games, and Digital Stories through Block Coding	**Vincent Lausa** **Milbert Bechayda** **Robert Naelgas**
3:30 pm – 3:45 pm	Health Break	
3:45 pm – 4:00 pm	End of Day Evaluation/ Post Test	
4:00 pm – 5:00 pm	Closing Program Home Sweet Home	