



Republic of the Philippines
Department of Education

REGION II – CAGAYAN VALLEY
 SCHOOLS DIVISION OF TUGUEGARAO CITY

SGOD- 21-019

January 6, 2021

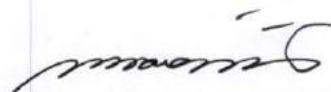
DIVISION MEMORANDUM

No. 005, s. 2021

2021 ANNUAL PLAN OF TRAINING PROGRAMS AND ACTIVITIES

To: Assistant Schools Division Superintendent
 Chiefs of Divisions
 Elementary and Secondary School Heads
 Units/Sections Head
 All others concerned

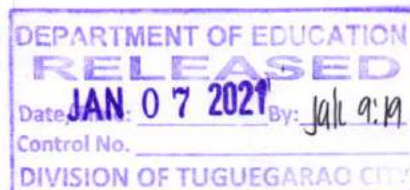
1. Pursuant to Division Memorandum No. 180, s. 2020 dated November 11, 2020, this Office, through the Human Resource Development Unit (HRDU) provides all concerned with the electronic copy of the attached 2021 Annual Plan of Training Programs and Activities.
2. Any training program and activity not included in the attached Annual Plan should not be entertained, except those are within the discretion of the National and Regional Offices.
3. All concerned Program Managers are required to strictly follow the schedules as indicated in the Annual Plan for the conduct of the respective training program and activities, and all other requirements prescribed in the HRDU processes.
4. For information, dissemination and strict compliance.


REYNANTE Z. CALIGUIRAN

OIC, Schools Division Superintendent
 Office of the Schools Division Superintendent

Encl. As Stated
 Reference: None
 To be indicated in the Perpetual Index
 under the following subjects:
TRAINING

SGOD/gmd/jdp



Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500
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ANNUAL PLAN OF TRAINING PROGRAMS AND ACTIVITIES
 Calendar Year **2021**

	PROGRAM/ACTIVITY	PRIORITY STRAND/s	LINK TO PAP/s, if any	PROGRAM MANAGER / PROPONENT	TARGET DATE	TARGET VENUE	TARGET PARTICIPANTS		PROPOSED BUDGET	
							DESCRIPTION (e.g. SHs, Teachers, etc.)	NO. OF PAX	AMOUNT	SOURCE
1	ALS Orientation Program	Planning and Management of Teaching and Learning Process	ALS	Noli B. Abrigo	January 20-22, 2021		School Heads, PSDSs, Mo	70	10,350.00	HRTD
2	Teacher-Adviser Training Course	Leading Strategically to programs, projects and activities	Youth Formation Program	Ma. Josephine Angela S. Cacacho	March 3-5, 2021		School Club Advisers	300	15,000.00	HRTD
3	Facilitators' Pool Training-Workshop	Leading Strategically to programs, projects and activities	Personal Growth and Professional Development	Jane Marie D. Pagulayan	March 24-26, 2021		Master Teachers/ Teachers-Certified Division Facilitators	40	73,500.00	HRTD
4	Capability Building for Filipino Teachers on Critical Content	Content, Knowledge & Pedagogy	Filipino	Vissia B. Asuncion	April 14-16, 2021		Filipino 1 Teachers	90	13,500.00	HRTD
5	Enbanc Conference of BERF Grantees, Budget Officers, Accountant and COA	Leading strategically thru research to	School research and	Grace B. Abana	April 14-16, 2021		Disbursing Officers, Bookkeeper,		12,000.00	HRTD



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	Representative for BERF Fund Utilization	improve school performance	implementati on				Accountant and COA Representative			
6	Gender-Sensitivity, Children's Right, Child Sexual- Abuse Prevention and Cyber Safety	Establishing safe and secure learning environment	Learning Environment , GAD	Jane Marie D. Pagulayan	April 21-23, 2021		School GAD Focal Persons and School Heads	70	42,750.00	HRTD
7	Online Re-orientation on School-Based Financial Managment	Financial Management	Operations	Mariel A. Cammayo	April 27-28, 2021		Disbursing Officers, Bookkeeper, Accountant and Non-Teaching Personnel	118	11,800.00	HRTD
8	ICT Literacy Training for Newly Hired Teaching Personnel & ALS Mobile Teachers	Teaching & Learning ICT Resources	ICT Literacy	Jayson Joseph Babaran	April 29-30, 2021		Newly-Hired and ALS Teachers		22,500.00	HRTD
9	Office Productivity Training for Non-Teaching	Leading Strategically to programs, projects and activities	ICT Literacy	Jayson Joseph Babaran	May 4-6, 2021		Non-teaching Personnel		12,000.00	HRTD
10	Harvesting of Policy Inputs from RBERC 1.0 to 5.0	Leading strategically thru research to improve school performance	School research and implementati on	Grace B. Abana	May 5-7, 2021		Teachers		84,000.00	HRTD
11	Training on IRR of RA 9184	Financial Management	Operations	Mariel A. Cammayo	May 13-14, 2021		Disbursing Officers, Bookkeeper,		11,800.00	HRTD



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							Accountant and Non-Teaching Personnel			
12	Retooling of School Research Committee (SRC) Chairman and Co-Chairmain	Leading strategically thru research to improve school performance	School research and implementation	Grace B. Abana	May 26-28, 2021		Research Committee Chairman and Co-chairman		12,000.00	HRTD
13	RPMS-PPST Seminar Workshop	Capacity building on the new provisions of RPMS and PPST	Teaching standards	Jane Marie D. Pagulayan	June 23-25, 2021		School Heads, Master Teachers	150	68,250.00	HRTD
14	Seminar for Retirees	Personnel Management	Operations	Mary Flor Maramag	July 2021				22,058.00	HRTD
15	Seminar-Workshop on the Learning Delivery Modalities of Araling Panlipunan in the New Normal	Content, Knowledge & Pedagogy	Araling Panlipunan	Billy P. Siddayao	August 9-11, 2021		Elementary and Secondary Teachers	100	15,000.00	HRTD
16	Gender and Development Training on Team Building	Developing Self and Others	GAD, Leading reforms in enhancing personal and professional dev't goals	Jane Marie D. Pagulayan	August 18-20, 2021		SDO Personnel	100	110,000.00	GAD
17	Online Training on the New Normal Kindergarten Education	Content, Knowledge & Pedagogy	Kindergarten Education	Cora M. Pattaguan	August 19-21, 2021		Kindergarten Teachers	55	2,500.00	HRTD



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18	Content & Pedagogy in Music Grades 7-8	Content, Knowledge & Pedagogy	MAPEH	Randall A. Talamayan	August 20-21, 2021		Secondary School Teachers	65	6,000.00	HRTD
19	Division Capacity Building for EPP/TLE/TVL Teachers on Action Research Proposal Preparation	Leading strategically thru research to improve school performance	School research and implementation	Ronie A. Arellano	August 26-28, 2021		EPP/TLE/TVL Teachers	60	9,000.00	HRTD
20	Sports Coaching & Officiating	Knowledge, skills and attributes	Sports	Randall A. Talamayan	August 27-28, 2021		Secondary School Teachers	150	105,000.00	HRTD
21	Technology-Cum Workshop on Shop Work Management of EPP/TLE/TVL Teachers	Content, Knowledge & Pedagogy	EPP/TLE/TVL	Ronie A. Arellano	September 9-10, 2021		EPP/TLE/TVL Teachers	60	9,000.00	HRTD
22	Training on Instructional Supervision for Master Teachers	Planning and Management of Teaching and Learning Process	Instructional Supervision & Cur. Management	Estela S. Cabaro	September 14-16, 2021		Master Teachers		52,500.00	HRTD
23	Seminar on Personnel Matters	Personnel Management	Operations	Mary Flor Maramag	September 15-17, 2021		School Heads, Administrative Officers and Other Non-Teaching Personnel		59,500.00	HRTD
24	Training of Newly-Hired Teachers on Teacher Induction Program	Focusing on Teaching and Learning	Teaching standards and pedagogies	Jane Marie D. Pagulayan	September 16, 2021		Newly-Hired Elementary and Secondary Teachers	80	45,500.00	HRTD



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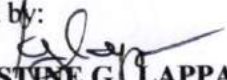


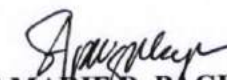


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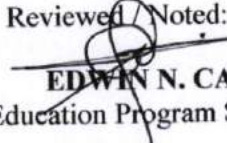
25	Assessment and Recognition of Most Outstanding Teaching, Non-Teaching Personnel and Best Performing Schools	Personal Growth and Professional Development	Awards and Recognition	Jane Marie D. Pagulayan	October 7-9, 2021	SDO	Teaching and Non-Teaching Personnel, SHS, EPSs, PSDSs, Chiefs	30	100,000.00	HRTD
26	Training/Writeshop on the Design of Technology and Livelihood (TLE) Modules	Teaching and Learning Resources	TLE, Learning Resources	Ronie A. Arellano	October 14-21, 2021		TLE Teachers	60	63,000.00	HRTD
27	Online Orientation on Teaching GMRC in the 4.0 Industrial Revolution	Content, Knowledge & Pedagogy	ESP	Emma Louisa O. Javier	November 17-19, 2021		Elementary and Secondary Teachers	70	10,500.00	HRTD

Prepared by:


KRISTINE G. LAPPAY
 Education Program Specialist II - HRD


JANE MARIE D. PAGULAYAN
 Senior Education Program Specialist- HRD

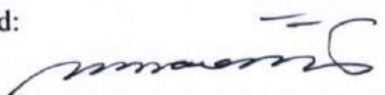
Reviewed / Noted:


EDWIN N. CATULIN
 Education Program Supervisor

GINA M. DURIAN
 Chief Education Supervisor, SGOD

Recommending Approval:

Approved:


REYNANTE Z. CALIGUIRAN
 Assistant Schools Division Superintendent
 Officer-in-Charge, Office of the Schools Division Superintendent

Copy Furnished:

ESTELA S. CABARO
 Chief Education Supervisor, CID

JOVY CLAIRE V. TUNGCUL
 Administrative Officer V (Budget)

MARIEL A. CAMMAYO
 Accountant



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