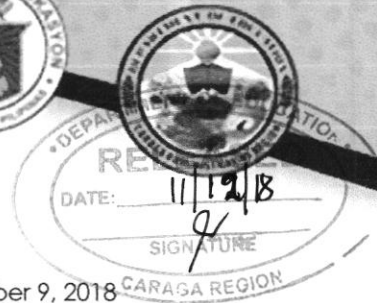




M: 15251



November 9, 2018 CARAGA REGION

**REGIONAL MEMORANDUM**

**NO. 642, S. 2018**

**CONDUCT OF THREE-DAY REGIONAL TRAINING-WORKSHOP OF ASATIDZ ON CULTURALLY RESPONSIVE TEACHING PEDAGOGY (CRTP)**

**TO: Schools Division Superintendents**

*(Agusan del Norte, Agusan del Sur, Bayugan City, Bislig City, Butuan City, Cabadbaran City, Siargao, Surigao City, Surigao del Norte, Surigao del Sur, and Tandag City)*

1. The Department of Education- Caraga Region through the Curriculum and Learning Management Division (CLMD) shall conduct a **Three-Day Regional Training-Workshop of Asatidz on Culturally Responsive Teaching Pedagogy** on November 15-17, 2018 at Butuan City (Venue to be announced later).
2. The training-workshop aims to capacitate teachers handling Arabic Language and Islamic Values Education (ALIVE) classes to develop learning activities that are more reflective of students' cultural background.
3. The participants of this training-workshop are asatidz from the implementing divisions of the Madrasah Education Program. Please see **Enclosure 1** for the **Official List of Participants**.
4. The participants and facilitator and Program Management Team are required to bring their Travel Authority. Moreover, the participants are also requested to observe the following:
  - 4.1. The first meal to be served is dinner on Day 0, November 14, 2018 and the last meal shall be PM Snacks on Day 3, November 17, 2018.
  - 4.2. Bring their Travel Authority signed by their Schools Division Superintendent. No Travel Authority means no accommodation & travel reimbursement.
  - 4.3. Bring their own laptop, extension cord, and REMC.
  - 4.4. Replacement and/or substitution is NOT allowed.
  - 4.5. Attendance is strictly monitored. Early leavers and those who skip sessions and fail to submit the expected training outputs will only be given Certificate of Appearance.
  - 4.6. Attendance to this training a mandatory requirement for the release of monthly compensation and allowance as provided in D.O. 58, s. 2016 entitled Implementing Guidelines on the Utilization of Fund for the Madrasah Education Program.
  - 4.7. Those with health concerns or maintenance shall bring with them medicine sufficient for the entire duration of the training.
  - 4.8. Pregnant asatidz who are in high risk condition are required to secure a medical clearance/certification from any government physician.





5. The matrix of the training is enclosed for your reference. Please see *Enclosure 2*.
6. All **Division ALIVE Coordinators** shall take turn in monitoring the attendance, participation, and compliance of their asatidz to the requirements of the training-workshop and shall coordinate their schedule with **DR. MARIE FE C. DULTRA**, the Division ALIVE Coordinator of Cabadbaran City Division. Monitoring expenses shall be charged against MEP Support Funds subject to the usual government accounting and auditing rules and regulations.
7. Travel expenses and other allowable expenses of the participants and Division ALIVE Coordinators involved shall be downloaded to the SDOs while board and lodging, training kits, materials and supplies, administrative cost, travel expenses of Resource Speakers shall be charged to OSEC-13-18-9584.
8. The teacher participants shall be entitled to a 1- day service credit in accordance with DepEd Order No. 53, s. 2003 entitled: Updated Guidelines on the Grant of Vacation Service Credits to Teachers since the last day of the activity falls on Saturday. On the other hand, non- teaching personnel shall be provided with 1.5 days Compensatory Time- Off(CTO) as per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on Non- Monetary Remuneration for Overtime Services Rendered.
9. Immediate and wide dissemination of this Memorandum is highly desired.

  
**FRANCIS CESAR B. BRINGAS, CESO V**  
OIC-Regional Director 

Encls: As stated

Reference: As stated

To be indicated in the PERPETUAL INDEX under the following subjects:

**MADRASAH**

**TRAINING**

**WORKSHOP**

**TEACHER**

CLMD02/RGJY  
11/09/2018



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