October 30, 2019

REGIONAL MEMORANDUM
No. 330, s. 2019

NATIONAL TRAINING ON LITERACY INSTRUCTION

To: All Schools Division Superintendents

1. The Department of Education, through the Bureau of Learning Delivery–Teaching Learning Division (BLT) shall conduct the National Training on Literacy Instruction at Olongapo City (specific venue to be announced), on November 11-15, 2019.

2. The activity intends to 1) provide in depth orientation on literacy as a foundational tool to help learners acquire the competencies required in every content area, 2) enhance instructional competence to strengthen the teaching of advance skills of comprehenion and analysis, 3) intensify literacy practices in and out of the classroom to close achievement gaps and promote a learning culture.

3. Participants are identified as follows:

<table>
<thead>
<tr>
<th>Requested participants per region</th>
<th>EPS in Filipino</th>
<th>EPS in English</th>
</tr>
</thead>
<tbody>
<tr>
<td>(2)</td>
<td>EPS in Filipino</td>
<td>EPS in English</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Requested participants per division (4)</th>
<th>EPS in Filipino</th>
<th>EPS in English</th>
<th>Reading Coordinator</th>
<th>Reading Teacher</th>
</tr>
</thead>
</table>

4. Relative thereto, all SDOs are requested to recommend participants as identified and forward the list to ro1_clmd@yahoo.com copy furnished the Regional EPS in Filipino @ e-mail add: editha.giron@deped.gov.ph not later than November 4, 2019. Use the template below:

<table>
<thead>
<tr>
<th>Learning Area</th>
<th>Name</th>
<th>Gender</th>
<th>Position</th>
<th>School</th>
<th>SDO</th>
<th>Mobile #</th>
<th>email</th>
</tr>
</thead>
</table>

Approved by:

Schools Division Superintendent

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5. Participants are advised to take the most economical means of transportation. They are expected to be at the venue on the night of Day 0 in time for the opening program at exactly 8:00 am on Day 1. First meal to be served will be dinner on Day 0 and the last meal is lunch on Day 5. Likewise, they are requested to bring their travel order, laptop, pocket wifi, extension cord.

6. Transportation and incidental expenses of the participants will be charged against 2019 HRTD Funds to be downloaded to their respective division offices, subject to usual accounting and auditing rules and regulations.

7. For information and compliance.

TOLENTINO G. AQUINO
Assistant Regional Director
OIC, Office of the Regional Director

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