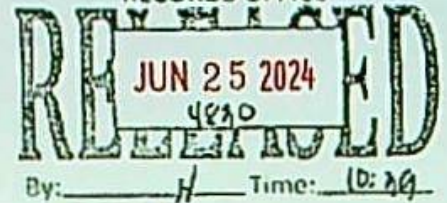




Republic of the Philippines
Department of Education
 REGION I
 SCHOOLS DIVISION OF DAGUPAN CITY

DepEd SDO Dagupan City
 RECORDS OFFICE



Office of the Schools Division
 Superintendent

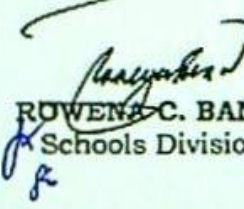
June 24, 2024

DIVISION MEMORANDUM
 No. 245, s. 2024

To : Assistant Schools Division Superintendent
 Chief Education Supervisors
 Public Schools District Supervisors
 School Heads
 SBTT Program Management Team
 All others concerned

**SUBMISSION OF REPORTS ON THE CONDUCT OF SCHOOL-BASED TRAINING
 OF TEACHERS (SBTT) ON THE MATATAG CURRICULUM**

- In compliance with DM-OUHROD-2024-0151 titled GUIDELINES ON THE UTILIZATION OF DOWNLOADED HRD FUND FOR THE CONDUCT OF TRAININGS ON THE MATATAG CURRICULUM, all school heads are enjoined to submit the following School-Based Training of Teachers (SBTT) reports, *to wit*:
 - Program Completion Report (Enclosures 7, 7.1, 7.2, 7.3)
 - Program Completion Report Enclosures (Enclosure 8)
 - Participants' Profile (Enclosure 9)
- All needed documents shall be directly uploaded through the link provided by DepEd Regional Office: <https://tinyurl.com/SBTTNEAPCOMPLETIONREPORT>. **Deadline of submission is on June 28, 2024.**
- For the guidance and compliance of all concerned.


ROWENA C. BANZON EdD, CESO V
 Schools Division Superintendent

Reference: DM-OUHROD-2024-0151
 Encl: none
 To be indicated in the Perpetual Index
 under the following subjects:
 HRD LAD SBTT
 HRDS/ia/DM_SBTTreport
 June 24, 2024



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