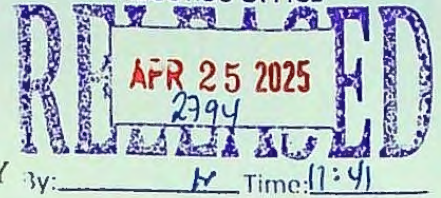




Republic of the Philippines  
**Department of Education**  
REGION I  
SCHOOLS DIVISION OF DAGUPAN CITY

DepEd SDO Dagupan City  
RECORDS OFFICE



Office of the Schools Division  
Superintendent

April 24, 2025

**DIVISION MEMORANDUM**

No. 183, s. 2025

**PARTICIPANT TO THE NATIONAL TRAINING OF TRAINERS FOR TEACHERS  
AND SCHOOL LEADERS ON THE LITERACY REMEDIATION PROGRAM**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors, CID and SGOD  
Public Schools District Supervisors  
School Head, NCES  
All Others Concerned

1. In reference to Memorandum HRDD-2025-550 titled "National Training of Trainers for Teachers and School Leaders on the Literacy Remediation Program", the National Educators Academy of the Philippines (NEAP) shall conduct the National Training of Trainers for Teachers and School Leaders on the Literacy Remediation Program on **April 28-30, 2025**.
2. Anent this, Minafe G. Gabiola, Master Teacher I from North Central Elementary School is enjoined to participate in the said training.
3. Expenses related to this activity such as board and lodging, supplies, and materials, shall be charged against the Program Support Funds under the National Learning Camp allocations for FY 2024 and 2025, as authorized under Section VII of DepEd Order no. 10, s. 2025. Travel expenses of participant shall be charged against Regional/SDO/School MOOE or other local funds subject to usual accounting and auditing rules and regulations.
4. Service Credits or Compensatory Time-Off shall be granted to the participant if the activity falls on holiday, weekend, cancellation or suspension of classes and work in Government Offices due to typhoon, flooding, other weather disturbances, and calamities pursuant to the guidelines specified in DepEd Order no. 53, s. 2003 on the Updated Guidelines on Grant of Vacation Service Credits to Teachers and



**Address:** Burgos St., Poblacion Oeste, Dagupan City  
**Telephone:** (075) 653-4101  
**Website:** [depeddagupan.com](http://depeddagupan.com)  
**email:** [dagupan.city@deped.gov.ph](mailto:dagupan.city@deped.gov.ph)





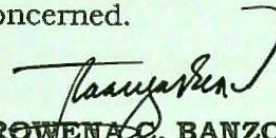

Republic of the Philippines  
**Department of Education**  
REGION I  
SCHOOLS DIVISION OF DAGUPAN CITY

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**Office of the Schools Division  
Superintendent**

CSC-DBM Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Services Rendered, whichever is appropriate and applicable.

5. Attached is the regional memorandum for other details.
6. For information and compliance of all concerned.

  
**ROWENA C. BANZON EdD, CESO V**  
Schools Division Superintendent 





Republic of the Philippines  
**Department of Education**  
REGION I



**MEMORANDUM**  
HRDD-2025- 550

To: **SCHOOLS DIVISION SUPERINTENDENTS**

Schools Division of Alaminos City  
Schools Division of Candon City  
Schools Division of Dagupan City  
Schools Division of Ilocos Norte  
Schools Division of La Union  
Schools Division of Pangasinan I  
Schools Division of San Carlos City  
Schools Division of San Fernando City  
Schools Division of Urdaneta City

**CHIEF OF FUNCTIONAL DIVISION**

Human Resource Development Division

**NATIONAL TRAINING OF TRAINERS FOR TEACHERS AND SCHOOL LEADERS ON THE LITERACY REMEDIATION PROGRAM**

1. In reference to DM-OUOPS-2025-01-02495 titled National Training of Trainers (NTOT) for Teachers and School Leaders on the Literacy Remediation Program (LRP) dated April 16, 2025, the National Educators Academy of the Philippines (NEAP) announces the conduct of the said activity. Details are as follows:

*NTOT for Teachers*

Participant	Division/Office	Schedule/Venue
Aleta Begonia	Alaminos City	Day 0 (April 27, 2025) Travel Time Day 1-3 (April 28-30, 2025)
Maria Concepcion A. Digay	Candon City	
Minafe Gabiola	Dagupan City	
Doreen R. Macadangdang	Ilocos Norte	
Belen C. Aquino	La Union	
Chrizzelle Joy Rame	Pangasinan I	*April 30 half day for session, half day for travel time.
Rujealyn Cancino	Pangasinan I	
Carol D. Villanueva	San Fernando City	
Ferfel Rose Ann Lim	Urdaneta City	

*NTOT for School Leaders*

Participant	Division/Office	Schedule/Venue
Lilibeth A. Magtang	San Carlos City	Day 0 (April 30, 2025) Travel Time
Dinah C. Bonao	HRDD	Day 1 (May 1, 2025)
Vivien R. De Guzman	HRDD	Day 2 (May 2, 2025) Travel Time



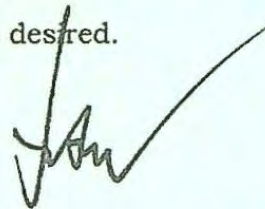
Flores St., Catbangen, City of San Fernando, La Union  
Telephone Nos.: (072) 607-8137/682-2324  
DepEd Region I region1@depd.gov.ph  
www.depdedregion1.com

Doc. Ref. Code	RM-ORD	Rev	00
Effectivity	11.18.2024	Page	1 of 2





2. Identified participants shall register through the link: <https://tinyurl.com/2025NLRPforKS1> on or before April 23, 2025. Participants are requested to bring their own laptops, chargers, and extension cords for the workshop.
3. All participants are advised to access and review the provided materials through link <https://bit.ly/lrpmaterials>, including Remediation Activity Sets (RAS), Learner Activity Sheets (LAS), and instructional guides, prior to the training and rollout.
4. Expenses related to this activity such as board and lodging, supplies and materials shall be charged against Program Support Funds (PSF) under the National Learning Camp allocations for Fiscal Years 2024 and 2025, as authorized under Section VII of DepEd Order No. 10, s. 2025. Travel expenses of participants shall be charged against Regional/SDO/School MOOE or other local funds subject to usual accounting and auditing rules and regulations.
5. Service Credits or Compensatory Time-Off (CTO) shall be granted to the participants if the activity falls on holiday, weekend, cancellation or suspension of classes and work in Government Offices due to typhoon, flooding, other weather disturbances, and calamities pursuant to the guidelines specified in DepEd Order No. 53, s. 2003 on the Updated Guidelines on Grant of Vacation Service Credits to Teachers and CSC-DBM Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Services Rendered, whichever is appropriate and applicable.
6. For queries and other concerns, please contact HRDD-NEAP R1 through (072) 682-23-21 or email at [neap.region1@deped.gov.ph](mailto:neap.region1@deped.gov.ph).
7. Immediate dissemination of this Memorandum is desired.



**TOLENTINO G. AQUINO**  
Director IV

HRDD/kramb/Memo\_NTOTLRP  
April 23, 2025

