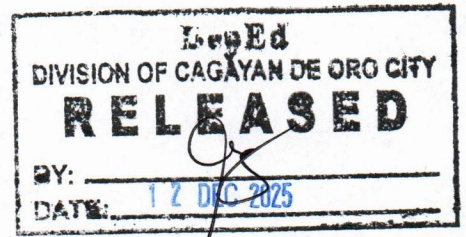




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

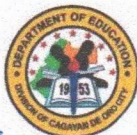
11 December 2025

DIVISION MEMORANDUM
No. 1140 s. 2025

**UPDATED REGIONAL MEMO NO. 720 S, 2025 (BATCH 5 TRAINING ON
TRAINERS METHODOLOGY LEVEL 1 FOR SENIOR HIGH SCHOOL –
TECHNICAL VOCATIONAL LIVELIHOOD SHS-TVL), JUNIOR HIGH SCHOOL,
SPECIAL PROGRAM FOR TECHNICAL VOCATIONAL EDUCATION (JHS-SPT),
AND JUNIOR HIGH SCHOOL -TECHNOLOGY AND LIVELIHOOD EDUCATION
(JHS-TLE), TEACHERS**

To: Assistant Schools Division Superintendent
Division Chiefs CID and SGOD
Curriculum and Implementation Division Personnel
Schools Governance and Operations Division Personnel
Secondary School Heads
THIS DIVISION

1. This issuance refers to the attached **DepEd Memorandum DM-OUHROD-2025-00458**, dated February 21, 2025, from the Office of the Undersecretary for Human Resource and Organizational Development, about the **BATCH 5 Training of Trainers Methodology Level 1 for Senior High School -Technical Vocational Livelihood (SHS-TVL), Junior High School-Special Program for Technical Vocational Education (JSH-SPTVE), TEACHERS**
2. This activity shall be conducted at Cagayan de Oro (Bugo) School of Arts and Trade (COBSAT) , Bugo, Cagayan de Oro City with the schedule as follows:
 - A. December 13-20 (Phase I 8 Days Face to Face)
 - B. January 5-17 (Phase II 13 Days Online)
 - C. January 18-19 (Phase III 12 Days Face to Face)
3. All other provision in the previous Memorandum shall remain in effect.
4. Attached is the list of school heads for your reference.



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Telephone: (088) 855-0044, (088) 855-0047, (088) 328-2142
Email Address: cagayandeoro.city@deped.gov.ph
Website: <https://depedcdo.net/>

Doc. Ref. Code		Rev	
Effectivity		Page	1 of 3

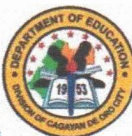


Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent

5. In adherence to Equal Opportunity Policy (EOP), inclusive and fair treatment is accorded to all participants regardless of age, gender and sexual orientation, disability, religion, and ethnicity.
6. This Office directs immediate and wide dissemination of this Memorandum.

ROY ANGELO E. GAZO
Schools Division Superintendent



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Telephone: (088) 855-0044, (088) 855-0047, (088) 328-2142
Email Address: cagayandeoro.city@depd.gov.ph
Website: <https://depdcdo.net/>

Doc. Ref. Code		Rev	
Effectivity		Page	2 of 3

9. CDO City	Indahag NHS	FEMALE	44. Jackielyn A. Cardiente	Okay / No TM1 Training
	CDONHS - SHS	MALE	45. Rogelio Mandamian 09381848027 rogelio.mandamian@deped.gov.ph	No TM1
	CDONHS - SHS	FEMALE	46. Judy Ann Maglacion	No TM1
	East Gusa NHS	MALE	47. ALBERTO B. VERNON JR.	Okay / No TM1 Training
	Bugo NHS	MALE	48. KINAN CRIZ C. BACABIS	Okay / No TM1 Training
	Bayabas NHS	MALE	49. ARNEL PACANA	Okay / No TM1 Training
	Macasandig NHS	FEMALE	50. VANESSA F. HURANO	Okay / No TM1 Training
	Pagalungan NHS	MALE	51. OSIAS JR. JUALO CABAUG 09759419138 osiasjr.cabahug@deped.gov.ph	Okay / No TM1 Training
	Dungguan IS	FEMALE	52. LEONILLE M. ISRAEL	Okay / No TM1 Training
	Canitoan NHS	FEMALE	53. PATRICIA ZAYDEE A. FRANCISCO	Okay / No TM1 Training
	Pagatpat NHS	FEMALE	54. Glace M. Vasallo	Okay / No TM1 Training
	PAGALUNGAN	FEMALE	Rubilinda Peralta	Okay no TM1

	Angeles Sisters NHS	FEMALE	55. Mary Jane A. Alling	Okay / No TM1 Training
	Balubal NHS	FEMALE	56. IVY ZULIETA 09363798447 ivy.zulieta@deped.gov.ph	Okay / No TM1 Training
	East Gusa NHS	FEMALE	57. JOANAH C. LIBRE	Okay / No TM1 Training
	Bayanga HS	FEMALE	58. DHESIELA MAY LAWAY OBOD	Okay / No TM1 Training
	Angeles Sisters NHS	FEMALE	59. Eden Jane B. Caparas 09050373892 edenjane.caparas@deped.gov.ph	Okay / No TM1 Training
	Pagalungan	FEMALE	60. BABY JANE JUEVESANG NANGCAS-DECLINE	Okay / No TM1 Training
	Midkiwan IS	MALE	60. MARK IAN B. SUANER	Okay / No TM1 Training
	Lumbia HS	MALE	61. RALPH C. CALAMBA	Okay / No TM1 Training
	PN Roa HS	FEMALE	62. JEAN A. SMITH	Okay / No TM1 Training
	Iponan HS	FEMALE	63. MARIA MAE O. BAGSAC	Okay / No TM1 Training
	Magayad IS	FEMALE	64. KYMM MAHARTIN CEMACIO	Okay / No TM1 Training
	Bayanga HS		65. HILDA CAGAS DESUYO	Okay / No TM1



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO

DEPARTMENT OF EDUCATION
Original Copy of Two
10334
BY: *[Signature]* DATE: 11-11-25
25-11938

November 11, 2025

REGIONAL MEMORANDUM

No. 921, s. 2025

UPDATED REGIONAL MEMO NO. 720, S. 2025

(BATCH 5 TRAINING ON TRAINERS METHODOLOGY LEVEL- I FOR SENIOR HIGH SCHOOL-TECHNICAL VOCATIONAL LIVELIHOOD *SHS-TVL), JUNIOR HIGH SCHOOL-SPECIAL PROGRAM FOR TECHNICAL VOCATIONAL EDUCATION (JHS-SPTVE), AND JUNIOR HIGH SCHOOL-TECHNOLOGY AND LIVELIHOOD EDUCATION (JHS-TLE) TEACHERS

To: Schools Division Superintendents
All Others Concerned

1. This issuance refers to the attached **DepEd Memorandum DM-OUHROD-2025-0458**, dated February 21, 2025, from the Office of the Undersecretary for Human Resource and Organizational Development, about the **Batch 5 Training of Trainers Methodology Level- I for Senior high School- Technical Vocational Livelihood (SHS-TVL), Junior High School- Special Program for Technical Vocational Education (SPTVE), and Junior High School- Technology and Livelihood Education (JHS-TLE) Teachers.**
2. To be conducted at Cagayan de Oro (Bugo) School of Arts and Trades (COBSAT), Bugo, Cagayan de Oro City, the activity has been rescheduled as follows:
 - a. December 13-20 (Phase I: 8 Days Face-to-Face)
 - b. January 5-17 (Phase II: 13 Days Online)
 - c. January 18-29 (Phase 3: 12 Days Face-to-Face)
3. All other provisions in the previous Memorandum shall remain in effect.
4. This Office directs the immediate and wide dissemination of this Memorandum.

DR. ARTURO B. BAYOCOT, CESO III
Regional Director

For the Regional Director:

[Signature]
ATTY. SHIELEY O. CHATTO
Chief Administrative Officer
Administrative Services Division

ATCH.: As stated
Reference: DM-ouhrod-2025-0458
To be indicated in the Perpetual Index
under the following subjects:

TECHNICAL EDUCATION TRAINING PROGRAMS

CLMD/william



Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM

DM-OUHROD-2025-0791

TO : Regional Directors
Schools Division Superintendents
HRDD Chiefs/NEAP R Focal Persons
All Others Concerned

FROM : WILFREDO E. CABRAL
Undersecretary
Human Resource and Organizational Development

Carmela C. Oracion
CARMELA C. ORACION
Assistant Secretary
Human Resource and Organizational Development
(National Educators Academy of the Philippines)

SUBJECT : **BATCH 5 TRAINING ON TRAINERS METHODOLOGY LEVEL I AND COMPETENCY ASSESSORS' ACCREDITATION FOR SHS-TVL, JHS-SPTVE, AND JHS-TLE TEACHERS**

DATE : 26 March 2025

1. The National Educators Academy of the Philippines (NEAP) will conduct the **Batch 5 Training on Trainers Methodology (TM) Level I and Competency Assessors' Accreditation for Senior High School - Technical-Vocational-Livelihood (SHS-TVL), Junior High School - Special Program for Technical-Vocational Education (JHS-SPTVE), and Junior High School - Technology and Livelihood Education (JHS-TLE) Teachers** from July to August 2025 at selected TESDA Accredited Training Centers nationwide.
2. The training aims to equip SHS-TVL, JHS-SPTVE, and JHS-TLE teachers in the regions with the necessary knowledge, attitude, values, and skills in accordance with the prevailing standards in the Technical-Vocational Education and Training (TVET) sector. It covers the competencies required of Technical-Vocational Trainers to perform based on TESDA's Training Regulation of Trainers Methodology I in the following areas:
 - a. Planning training sessions;
 - b. Facilitating learning sessions (with e-Learning);

- c. Supervising work-based learning;
 - d. Conducting competency assessment;
 - e. Maintaining training facilities; and
 - f. Utilizing electronic media in facilitating training.
3. Further, the Competency Assessors Accreditation seeks to enhance the capability of schools to deliver high quality training and assessment aligned with TESDA standards. This paves the way for a sustainable cycle of professional development, where certified assessors can facilitate and evaluate future batches of TM Level I trainees, consequently addressing identified training gaps.
4. In nominating participants, Regional Offices (ROs) and Schools Division Offices (SDOs) must consider their specific needs and priorities. Each RO shall nominate SHS-TVL, JHS-SPTVE, and JHS-TLE teachers based on the following qualifications:

a. **For TM Level I (SHS-TVL, JHS-SPTVE, and JHS-TLE Teachers)**

- Holder of National Certificate (NC) II or III with validity at least until 2026
- Has not participated in or completed any TM Level I training
- Physically, mentally, and emotionally fit to undergo the 33-day training and assessment

b. **For Competency Assessors' Accreditation (TM Level I Passers - DepEd or Non-DepEd Scholars)**

- Practitioner of the occupation/trade or a teacher/instructor/trainer in the trade area for at least 2 years, or as defined in the Implementing Guidelines of the qualification
 - Candidates without required industry work experience shall be granted Provisional Accreditation, subject to guidelines promulgated by the TESDA Board for the purpose
- Holder of NC at the same or higher level of qualification for which the assessors are accredited
- Holder of TM Level I Certificate and/or Certificate of Competency (COC) 2 - Conduct of Competency Assessment
- Fluent in the language of the examination (both oral and written)
- Has assisted in the conduct of actual assessment as follows:
 - New applicant-competency assessor must have conducted actual assessment (also known as "loading" of at least 1 assessment schedule), with a minimum of 5 candidates until requirements for becoming Competency Assessor are met, under the supervision of a Lead Assessor
 - Accredited competency assessors in related qualifications shall only be required to conduct actual assessment/loading to at least 2 candidates under the supervision of a Lead Assessor

4. The participants shall accomplish the following:

- a. attend and finish the TM-I training program;
- b. take and pass the National Assessment after the TM-I training program; and
- c. implement a Workplace Application Plan in TVL after completion of the program, to be monitored by NEAP CENTRAL Office, BLD, RO-HRDD and CLMD.

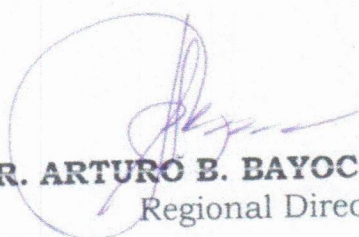
5. Each nominated participant must submit a **Letter of Intent (Attachment No. 2)**, **Contract with DepEd (Attachment No. 3)**, and **Participant profile Sheet filtered by TESDA (Attachment No. 4)**, which shall be submitted in three hard copies and soft copies accessible through the link <https://rb.gy/c3s9jw>. The deadline for submission of these requirements is on or before September 24.

6. The qualified participants shall secure their own laptops, chargers, mobile wifi, and extension cords for the 33-day training.

7. The funds for the travel and internet allowance expenses shall be downloaded to the concerned Schools Division Offices (SDOs) while the payment for the registration fee, assessment fee, board and lodging with accommodation, and supplies and materials shall be charged to the Regional Office (RO). Furthermore, incidental expenses shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.

8. The participants shall be entitled to service credits in accordance with DepEd Order No. 53, s. 2003 titled Updated Guidelines on Grant of Vacation Service Credits to Teachers. Likewise. The non-teaching personnel-participants from the RO and SDOs shall avail themselves of Compensatory Time-Off under CSC-DBM No. 2, s. 2004. The RO and SDOs are expected to strongly support the participation of their teacher-representatives in the training. Nonetheless, adherence to the No Disruption of Classes Policy as stated in DepEd Order No. 9, s. 2005 must be observed.

9. This Office directs the immediate and wide dissemination of this Memorandum.


DR. ARTURO B. BAYOCOT, CESO III
Regional Director

ATCH.: As stated
Reference: DM-OUHROD-2025-0458
To be indicated in the Perpetual Index
under the following subject:

TRAINING PROGRAMS TECHNICAL EDUCATION

RE: Batch 5 of Training on Trainers Methodology Level I (TM-I)
for Senior High School- Technical- Vocational- Livelihood (SHS-TVL),
Junior High School-Special Program for technical vocational Education (JHS-SPTVE),
and Junior High School -Technology Livelihood Education (JHS-TLE) Teachers

CLMD/william

5. The following table shows the numbers of participants for TM Level I and Competency Assessors' Accreditation per region. For TM Level I, the number of participants is determined based on the number of untrained teachers, with priority given to regions with greatest need. On the other hand, Competency Assessors' Accreditation participants are evenly distributed across all regions, focusing on passers from Batches 1 to 3. Non-DepEd scholars may also be considered.

Region	Number of Participants	
	Batch 5 TM Level I	Competency Assessors' Accreditation
I	50	75
II	50	75
III	50	75
IV-A	100	75
IV-B	50	75
V	100	75
VI	100	75
VII	50	75
VIII	100	75
IX	100	75
X	75	75
XI	75	75
XII	50	75
XIII	100	75
CAR	100	75
NCR	50	75
Total	1,200	1,200
Grand Total	2,400	

6. Each RO shall accomplish and submit the following documents (in Excel format only) to the NEAP Central Office through the link <https://tinyurl.com/Batch5TM1-Documents> on or before 06 June 2025:

- a. **Enclosure 1** – Advance List of Batch 5 TM Level I Participants
- b. **Enclosure 2** – Advance List of Competency Assessors' Accreditation Participants
- c. **Enclosure 3** – Implementation Plan
- d. **Enclosure 4** – Suggested Training Program Matrix

7. Please refer to the following for the other required documents and further important details:

- a. **Enclosure 5** – Selected TESDA Accredited Training Centers per Region (which serve as designated venue options for the programs)
- b. **Enclosure 6** – Letter of Intent
- c. **Enclosure 7** – Scholarship Contract
- d. **Enclosure 8** – Undertaking
- e. **Enclosure 9** – Workplace Application Plan



Republika ng Pilipinas
Department of Education

Enclosure 5

Selected Accredited TESDA Training Institutions

REGION	INSTITUTION
CAR	Cordillera State Institute of Technical Education
I	Marcos Agro Industrial School
I	Pangasinan School of Arts and Trades
I	Luciano Millan Memorial School of Arts and Trades
II	Isabela School of Arts and Trades
II	PTC Quirino
II	Southern Isabela College of Arts and Trades
III	Korea -Philippines Information Technology Training Center
III	Concepcion Vocational School
III	Provincial Training Center Tarlac
IV-A	RPTESDC- Cainta
IV-A	PTC Paliparan
IV-A	Quezon National Agricultural School
IV-A	LLDA Provincial Training Center
IV-A	Jacobo Z. Gonzales Memorial School of Arts and Trades
IV-A	Provincial Training Center - San Antonio
IV-B	Rizal Occidental Mindoro TESDA Training and Accreditation Center
IV-B	Torrijos Poblacion School of Arts and Trades
IV-B	Simeon Suan Vocational and Technical College
IV-B	Provincial Training Center - Romblon
IV-B	Romblon National Institute of Technology
NCR	TESDA Navotas Training Institute
NCR	TESDA Manila Training and Assessment Center
V	Regional Training Center - Pili
V	San Francisco Institute of Science and Technology
V	Camarines Sur Institute of Fisheries and Marine Sciences
V	Masbate Institute of Fisheries and Technology
VI	New Lucena Polytechnic College
VI	Dumalag Vocational Technical School
NIR	Lazi Technical Institute
VII	RTC Cebu
VII	PTC Bilar
VIII	Regional Training Center - Tacloban



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VIII	Balangiga National Agricultural School
VIII	Cabucgayan National School of Arts and Trades
VIII	Balicutro College of Arts and Trades
VIII	Calubian National Vocational School
VIII	Provincial Training Center - Catarman Northern Samar
IX	RTC Zamboanga Peninsula
IX	Dipolog School of Fisheries
IX	Zamboanga Sibugay Polytechnic Institute
X	Cagayan de Oro (Bugo) School of Arts and Trades
X	RTC Iligan
X	PTC Lanao del Norte
X	Carmelo C. Delos Cientos Sr. National Trade School
XI	RTC KorPhil Davao
XI	Davao Oriental Polytechnic Institute
XII	Gen. Santos National School of Arts and Trades
XII	Gen. Santos National School of Arts and Trades
XII	Gen. Santos National School of Arts and Trades
CARAGA	Regional Training Center - Butuan
CARAGA	Surigao del Norte College of Agriculture and Technology
CARAGA	Northern Mindanao School of Fisheries
CARAGA	Agusan del Sur School of Arts and Trades
BARMM	Regional Manpower Development Center

REPUBLIC OF THE PHILIPPINES, CONFERENCE IN COLLEGE AND UNIVERSITY
COMMITTEE OF THE DEPARTMENT OF EDUCATION, REGION X

OFFICE OF THE REGIONAL DIRECTOR, REGION X

DIVISION OF TECHNICAL EDUCATION

REGION X

SCHOOL OF EDUCATION

REGIONAL OFFICE

