



Republic of the Philippines  
**Department of Education**  
 REGION VIII - EASTERN VISAYAS

October 27, 2023

**REGIONAL MEMORANDUM**

No. **1198** s. 2023

**REGIONAL TRAINING OF TRAINERS (RTOT) ON THE  
 NATIONAL READING PROGRAM**

To: Schools Division Superintendents  
 All Others Concerned

1. In support of the MATATAG Agenda and the National Reading Program (NRP) which aim to address learning loss and improve the reading skills of learners, this Office, through the collaboration among the different functional divisions especially the Curriculum and Learning Management Division (CLMD) and the Human Resource Development Division (HRDD), shall conduct the **Regional Training of Trainers (RTOT) on the National Reading Program** on November 27-30, 2023 at a venue which will be identified later.
2. In view of this, the Schools Divisions are tasked to identify six (6) participants who shall be capacitated to become Division Trainers during the rollout of the NRP in the field. The recommended participants from each Division should be a supervisor, program specialist, school head, head teacher, or a member of the non-teaching personnel who has a good background in reading to ensure that classes will not be disrupted during the trainers' attendance to the activities.
3. The Schools Division Superintendents, through the Division Reading Supervisor or Focal Person, shall submit the complete list of the participants using the attached template to [clmd.region8@deped.gov.ph](mailto:clmd.region8@deped.gov.ph) not later than November 10, 2023.
4. Board and lodging of the participants shall be charged to the downloaded NRP Funds. Travel expenses, on the other hand, shall be charged against the participants' local funds subject to the usual accounting and auditing rules and regulations.
5. Compensatory Time-Off (CTO) shall be granted to the participants of the activity in lieu of the workshops days that will fall on holidays in accordance with DepEd Order No. 53, s. 2003 and CSC-DBM Joint Circular No. 2 s. 2015 as applicable.



6. Immediate dissemination of and compliance with this Memorandum are desired.

*E R*  
**EVELYN R. FETALVERO, CESO IV**  
Regional Director *E R*

Enclosures: As stated

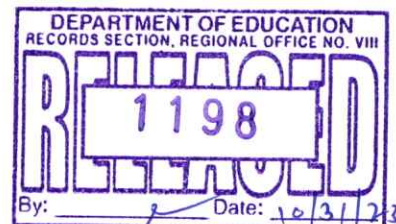
References: As stated

To be indicated in the Perpetual Index under the following subjects:

NATIONAL READING PROGRAM

RTOT

CLMD-DME



1198

Enclosure 1 to Regional Memorandum No. \_\_\_\_\_s. 2023

**CONFIRMATION SHEET**  
**Regional Training of Trainers on the NRP**

<b>Name of Participant</b>	<b>Position</b>	<b>Office/Station</b>
1.		
2.		
3.		
4.		
5.		
6.		

**Prepared by:**

\_\_\_\_\_  
**Division Focal Person for Reading**

**Noted:**

\_\_\_\_\_  
**Chief, CID**

**Approved:**

\_\_\_\_\_  
**Schools Division Superintendent**

