



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

July 3, 2024

**REGIONAL MEMORANDUM**

No. **754** s. 2024

**ADVISORY ON THE IMPLEMENTATION OF THE SCHOOL-BASED TRAINING OF  
TEACHERS (SBTT) ON THE MATATAG CURRICULUM**

To: Schools Division Superintendents  
Public Elementary and Secondary School Heads  
All Others Concerned

1. Attached is an Advisory, from Wilfredo E. Cabral, Office of the Undersecretary for Human Resource and Organizational Development, informing the field to adhere to some specific guidelines on the implementation of the School-Based Training of Teachers on the MATATAG Curriculum for Kindergarten and Grades 1, 4, and 7 Teachers.
2. This advisory was explained during the Virtual Planning Conference in Preparation for the School-Based Training of Teachers on the MATATAG Curriculum per RM 713 s. 2024. The recorded video file of this advisory and the unified training matrix can be accessed through <https://bit.ly/advisorySBTT>.
3. Immediate dissemination of and compliance with this Memorandum are desired.

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

Enclosures: As stated

References: As stated

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

ADVISORY

MATATAG CURRICULUM SCHOOL-BASED TRAINING

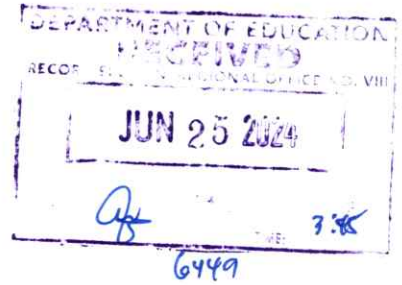
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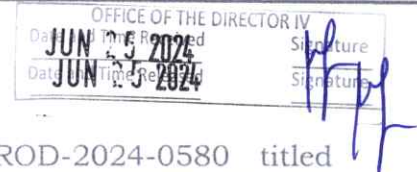


Republika ng Pilipinas  
**Department of Education**

OFFICE OF THE UNDERSECRETARY  
 HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT



**ADVISORY**  
 25 June 2024



1. Consistent with the Joint Memorandum DM-OUHROD-2024-0580 titled **SCHEDULE OF THE CONDUCT OF THE SCHOOL-BASED TRAINING ON THE MATATAG CURRICULUM FOR KINDERGARTEN AND GRADES 1, 4, AND 7 TEACHERS** dated 18 March 2024, the Field Offices are advised to closely monitor the implementation of the **School-Based Training of Teachers (SBTT)** which is extended until July 2024.
2. The SBTT on the *MATATAG* Curriculum, as a strategic training delivery model, will provide the teachers with learning experiences to better understand the *MATATAG* Curriculum as well as its instructional design, learning assessment, and articulation of 21<sup>st</sup> century skills. This is part of the Department's initiatives under the *MATATAG* Agenda pillar of giving them proactive support to teach better.
3. The roll out of the SBTT on the *MATATAG* Curriculum shall adhere to the following:
  - a. **Clustering of Schools**
    - Central and large elementary and secondary schools with six (6) or more teachers per learning area shall conduct the SBTT at their respective school facilities.
    - Small and medium schools with five (5) or fewer teachers per learning area may join the nearest central or large schools.
    - Barrio and multigrade schools may be clustered based on their geographical location within the districts. The host schools shall be near and accessible to all the teachers, provided that the school can accommodate the required number of teachers per learning area.

**b. Provision of Meals and Snacks**

Each teacher shall be provided with meals and snacks amounting to six hundred pesos (Php 600.00) per day for five (5) days (breakdown: Php 100.00 – AM Snack; Php 400.00 – Lunch; and Php 100.00 – PM Snack), pursuant to Memorandum DM-OUHROD-2024-0151 titled *Guidelines on the Utilization of Downloaded HRD Fund for the Conduct of Trainings on the MATATAG Curriculum* dated 02 February 2024.

**c. On Procurement of Goods (Meals and Snacks)**

Section 5 of DepEd Order No. 005, s. 2020 titled *Delegation of Authority for Negotiated Procurement under Republic Act No. 11469 or the "Bayanihan To Heal As One Act"* reads as follows:

*"To ensure that the requirements for goods and services are procured in the most efficient and expeditious manner, the authority and responsibility of the Secretary under RA 9184 is hereby delegated to the various officials indicated in paragraph (j) hereof, consistent with the following guidelines: Field Offices as Decentralized Procuring Units a. The various Regional Offices (ROs), Schools Division Offices (SDOs) and **Implementing Unit-Schools** shall remain to be constituted as decentralized procuring units of the Department, pursuant to DepEd Order No. 67, s. 2016 and its amendments, and for that purpose shall themselves be considered as procuring entities authorized to procure within the context of RA 11469 and GPPB Resolution No. 06-2020."*

**Implementing Units (IUs)** refer to public schools which maintain separate books of accounts while **Non-Implementing Units** refer to public elementary and secondary schools without separate books of accounts that are under the direct supervision of the Schools Division Office.

The IUs, as Decentralized Procuring Units, shall have the authority to procure the supplies, meals, and snacks to be used during the SBTT.

On the other hand, the Schools Division Office shall be accountable in procuring goods for Non-IUs as provided by law.

**d. Delivery of Quality-Assured Training Resource Packages (TRPs) per Learning Area per Grade Level**

- The quality-assured TRPs shall be delivered as designed and planned, pursuant to DepEd Memorandum No. 044, s. 2023 titled *Interim Guidelines for the Quality Assurance and Monitoring and Evaluation of the NEAP Core Programs*. Thus, the ROs, SDOs, and Schools are strictly prohibited to modify the TRPs. Otherwise, if there are modifications of TRPs, such TRPs shall undergo another round of quality assurance.
- The ROs and SDOs through the Human Resource Development Division (HRDD), Curriculum Implementation Division (CID), and Quality Assurance Division (QAD) Chiefs shall closely monitor and evaluate the conduct of the SBTT, ensuring strict adherence to the standards.

- For schools with only one teacher handling all the learning areas, particularly for Grade 4, other learning areas which cannot be attended to by the teachers concerned shall be delivered during Learning Action Cell (LAC) sessions through collaborative expertise. School Heads shall prioritize all the learning areas in the LAC Plan.

**e. On Private School Teachers' Participation**

- All private schools may coordinate with the ROs and SDOs for their teachers to join in the elementary or secondary schools nearest to them. They will be provided with training **free of charge** along with the public school teachers.
  - The host schools are **not allowed to receive registration fees** from private school teacher participants. The said private school teacher-participants should provide for their own meals and snacks, and supplies, if needed.
  - Private School Administrators **shall facilitate the inclusion** of their teachers during the SBTT.
  - Private schools under the jurisdiction of the ROs or SDOs, whose SBTT has already been conducted, may coordinate with the HRDD and School Governance and Operations Division (SGOD) Chiefs, and request for technical assistance for the conduct of the SBTT subject to the approval of the Regional Director or Schools Division Superintendent concerned.
4. The SBTT **centers on the collaboration and planning of teachers** for the implementation of the new curriculum based on the context of their learners. Thus, the SBTT capacitates the teachers and school leaders to effectively implement the *MATATAG* Curriculum for K147 through the **collaborative expertise intensifying the LAC** (DepEd Order No. 35, s. 2016).
  5. The Regional Directors through the HRDD, CID, and QAD shall ensure that the monitoring and evaluation process and standards are adhered to and intensified.
  6. For questions and clarifications, please coordinate with **Dir. Leah B. Apao** through email [neap.od@deped.gov.ph](mailto:neap.od@deped.gov.ph) or landline (02) 8638-8638.
  7. For your proper guidance and strict compliance.



**WILFREDO CABRAL**

*Regional Director*

*Officer-in-Charge, Office of the Undersecretary  
Human Resource and Organizational Development*