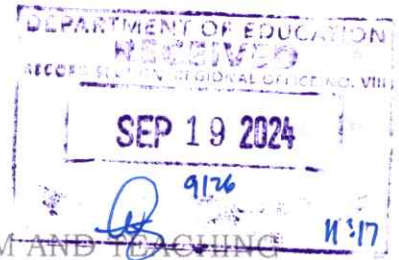




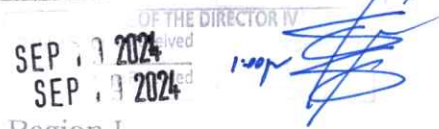
Republic of the Philippines  
**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING



BCD-SCPD-O-2024- 0349

MEMORANDUM  
DM-CT-2024- 339



**TO :** **TOLENTINO G. AQUINO**, Regional Director, Region I  
**BENJAMIN D. PARAGAS**, Regional Director, Region II  
**RONNIE S. MALLARI**, OIC-Regional Director, Region III  
**ALBERTO T. ESCOBARTE**, Regional Director, CALABARZON  
**NICOLAS T. CAPULONG**, Regional Director, MIMAROPA  
**GILBERT T. SADSAD**, Regional Director, Region V  
**RAMIR B. UYTICO**, Regional Director, Region VI  
**SALUSTIANO T. JIMENEZ**, Regional Director, Region VII  
**EVELYN R. FETALVERO**, Regional Director, Region VIII  
**RUTH L. FUENTES**, Regional Director, Region IX  
**ARTURO B. BAYOCOT**, Regional Director, Region X  
**ALLAN G. FARNAZO**, Regional Director, Region XI  
**CARLITO D. ROCAFORT**, Regional Director, Region XII  
**MARIA INES C. ASUNCION**, Regional Director, CARAGA  
**JOCELYN DR ANDAYA**, Director IV, NCR

**ATTENTION :** **REGIONAL SPECIAL PROGRAM IN FOREIGN LANGUAGE (SPFL) SUPERVISORS**  
**SCHOOLS DIVISION SUPERINTENDENTS**  
**EDUCATION PROGRAM SUPERVISORS**  
**SPFL COORDINATORS**  
**ALL OTHERS CONCERNED**

**FROM :**   
**GINA O. GONONG**  
Undersecretary for Curriculum and Teaching

**SUBJECT :** **INVITATION TO SPECIAL PROGRAM IN FOREIGN LANGUAGE (SPFL)-SPANISH TEACHERS AND COORDINATORS/SUPERVISORS TO THE VI JORNADAS DE ELE MANILA 2024**

**DATE :** September 3, 2024

The Department of Education, through the Bureau of Curriculum Development-Special Curricular Programs Division, announces the conduct of the **VI Jornadas de ELE Manila 2024** on **October 25-26, 2024** at the **University of the Philippines Diliman** and **via an online platform**.



1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City  
Direct Line: (632) 8633-7202/8687-4146 E-mail: [ouct@deped.gov.ph](mailto:ouct@deped.gov.ph)

13 SEP 2024



Republic of the Philippines

## Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

BCD-SCPD-O-2024-\_\_\_\_\_

Organized by the Department of European Languages of the University of the Philippines Diliman, the Modern Languages Department of the Ateneo de Manila University, University of Santo Tomas, the Spanish Embassy, and the Instituto Cervantes, together with AFELE (Philippine Association of Spanish Teachers), and AECID (Spanish Agency for International Development Cooperation), in coordination with DepEd, the two-day event seeks to improve the teaching of Spanish through presentations and workshops.

In this regard, **SPFL-Spanish teachers and coordinators/supervisors from the schools/divisions/regions** are invited to attend the event.

To confirm the attendance, the Regional Education Program Supervisors in charge of SPFL are requested to accomplish the attached template and submit via email at [ma.nayve@deped.gov.ph](mailto:ma.nayve@deped.gov.ph) on or before **October 5, 2024**. Additionally, interested participants are requested to register online through this link: <https://bit.ly/Jornadas6>. The program of activities and other details about the event shall be provided at a later date through an administrative note.

The participation of the teachers shall adhere to the provisions of DepEd Order No. 009, s. 2024, titled *Implementing Guidelines on the School Calendar and Activities for the School Year 2024–2025*, DepEd Order No. 9, s. 2005 titled *Instituting Measures to Increase Engaged Time-On-Tasks and Ensuring Compliance Therewith*, and DepEd Office of the Assistant Secretary for Governance and Field Operations (OASGFO) Memorandum No. 2022-058 with the subject *Request for the Participation of Learners and Teachers in Extra-Curricular Activities*.

Furthermore, recognizing the efforts of the teachers, they are eligible to avail of service credits commensurate to the number of hours/days of the training as scheduled, pursuant to DepEd Order No. 53, s. 2003 titled *Updated Guidelines on Grant of Vacation Service Credits to Teachers*.

The transportation expenses, accommodation, and other incidental expenses of the participants shall be chargeable against the School Maintenance and Other Operating Expenses (MOOE), Special Education Fund, and/or other local funds subject to availability and usual accounting and auditing procedures.

Moreover, participants shall adhere to the provisions of DepEd Order No. 43, s. 2022 titled *Omnibus Travel Guidelines for all Personnel of the Department of Education*, DepEd Order No. 46, s. 2022 titled *Amendments to DO 43, s. 2022*, and DepEd Order No. 1, s. 2023, titled *Revised Designation of Undersecretaries and Assistant Secretaries to their Strands and Functional Areas of Responsibilities and Revised Signing Authorities*.

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BCD-SCPD-O-2024-\_\_\_\_\_

For inquiries, all concerned may contact **Ms. Maria Cecilia O. Nayve**, SPFL-Spanish Focal Person, or Ms. Janinn M. Almeyda-Mendoza, SPFL Lead Focal Person, through email at [ma.nayve@deped.gov.ph](mailto:ma.nayve@deped.gov.ph) and [bcd.scpd.spfl@deped.gov.ph](mailto:bcd.scpd.spfl@deped.gov.ph) or this number (02) 8632-0170.

Immediate dissemination of this memorandum is requested.

*Copy furnished:*

**ATTY. REVSEE A. ESCOBEDO**  
Undersecretary for Operations

**WILFREDO E. CABRAL**  
Regional Director  
Officer-in-Charge, Office of the Undersecretary for Human Resources and Organizational Development



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Republic of the Philippines

## Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

BCD-SCPD-O-2024-\_\_\_\_\_

### VI Jornadas de ELE Manila 2023

University of the Philippines, Diliman, Quezon City

October 25-26, 2024

### CONFIRMATION OF ATTENDANCE

This is to confirm the attendance of the following personnel to VI Jornadas de ELE Manila 2024 at the University of the Philippines, Diliman, Quezon City on October 25-26, 2024:

Region: \_\_\_\_\_

Name	Position	School/Office/ Station	Schools Division
1			
2			
3			

*\*Add rows if necessary*

Recommending Approval:

Approved by:

\_\_\_\_\_  
Regional EPS in-charge of SPFL


\_\_\_\_\_  
Regional Director



Republic of the Philippines  
**Department of Education**  
OFFICE OF THE UNDERSECRETARY FOR FINANCE

**MEMORANDUM**  
**OUF-2024-0710**

**TO** : **ALL REGIONAL FINANCE OFFICERS**  
**ALL SCHOOLS DIVISION FINANCE OFFICERS**  
**ALL OTHER OFFICES CONCERNED**

**FROM** :   
Undersecretary

**SUBJECT** : **CALL FOR REQUESTS FOR NOTICE OF CASH ALLOCATION**  
**(NCA)**

**DATE** : **SEPTEMBER 12, 2024**

This refers to the sub-allotment release orders downloaded to the concerned DepEd Operating Units to cover for various funding requirement/s.

We are requesting All Regional and Schools Division Offices to submit your requests for additional NCA to cover necessary expenses to this Office via email [usec.financebpm@deped.gov.ph](mailto:usec.financebpm@deped.gov.ph) and Finance Service – Accounting Service at [fs.ad.crocs@deped.gov.ph](mailto:fs.ad.crocs@deped.gov.ph), copy furnish [fs.bd@deped.gov.ph](mailto:fs.bd@deped.gov.ph), **on or before September 25, 2024.**

The Central Office - Finance Service, will issue a Notice of Transfer of Allocation (NTA) for those Regional Offices with Land Bank of the Philippines (LBP) Monthly Disbursement System (MDS) accounts, and only to SDOs with LBP MDS accounts should their Regional Office has a non-LBP MDS account.

Thank you.

cc: **MS. CHOLITA F. TIONG**, OIC, Director for Finance Service  
**MA. RHUNNA L. CATALAN**, Chief Accountant, Accounting Division