



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

April 29, 2025

REGIONAL MEMORANDUM

ORD-2025-390

To : Schools Division Superintendents
Functional Division Chiefs
All Others Concerned

**REGIONAL ROLL-OUT ON THE TRAINING OF TEACHERS AND SCHOOL LEADERS
ON LITERACY REMEDIATION PROGRAM (LRP)**

1. Pursuant to DepEd Memorandum DM-OUOPS-2025-01-02495 entitled, "**National Training of Teachers and School Leaders on the Literacy Remediation Program (LRP)**," dated April 16, 2025 signed by Wilfredo E. Cabral, Undersecretary for Human Resource and Organizational Development and Malcolm S. Garma, Assistant Secretary, Officer-in-Charge, Office of the Undersecretary for Operations, DepEd-National Capital Region thru the Curriculum and Learning Management Division (CLMD) will conduct the above-captioned activity on May 4-6, 2025 (Roll out for School Leaders) and May 7-9, 2025 (Roll out for Teachers) at a venue to be announced, for information and appropriate action.
2. The activity aims to:
 - a. provide school leaders and teachers the necessary knowledge and skills in administration and interpretation of the baseline reading skills inventory
 - b. group learners for remediation, implementation of remediation sessions using explicit, structured teaching methods, Application of RAS and LAS, Social-emotional support strategies to sustain learner engagement and
 - c. report requirements and documentation procedures.
3. The participants in this activity shall include CID Chiefs, Education Program Supervisors in English, selected Public Schools District Supervisors, teachers, and members of the Technical Working Group (TWG) who will be involved in the implementation of the Literacy Remediation Program (LRP), scheduled from May 13 to June 6, 2025. In addition, Educations Program Supervisors in English in 16 SDOs are requested on the RTOT for School Leaders (May 4-6, 2025) and RTOT for Teachers (May 6-7, 2025). Participants are requested to register in this link: <https://tinyurl.com/mwf5yn28>- (**link for School Leaders**) and <https://tinyurl.com/3h38uam4> (**link for Teachers**) on or before May 1, 2025.
4. The first batch of participants (**school leaders**) shall arrive at the venue on May 4, 2025 (Sunday). The first meal is morning snack and the last meal is afternoon snack on May 6, 2025 (Tuesday). Meanwhile, the second batch of participants (**teachers**) shall arrive at the venue on May 7, 2025 (Wednesday). The first meal is morning snack and the last meal is afternoon snack on May 9, 2025 (Friday).




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5. Attached are the following:
 - Annex A- Allotment of participants per SDO
 - Annex B- List of Trainers and Technical Working Group
 - Annex C- Matrix of Activities
6. The participants are likewise expected to bring the following:
 - laptop
 - extension cord
7. The travelling and other related expenses of the participants shall be charged against Division/School Maintenance and Other Operating Expenses (MOOE), subject to usual auditing and accounting rules and regulations. Further, the involvement of regional and division officials in activities scheduled during holidays or weekends entitles them to Compensatory Overtime Credit (COC), in accordance with DepEd Order No. 53, s. 2003, and CSC and DBM Joint Circular No. 2, s. 2004. Similarly, teachers' participation warrants service credits as outlined in DO 13, s. 2024, "*Revised Guidelines on the Grant of Vacation Service Credits for Teachers*," subject to prevailing DepEd rules and regulations.
8. Immediate dissemination of this Memorandum is desired.


JOCELYN DR ANDAYA
Regional Director, NCR
Concurrent Officer-In-Charge,
Office of the Assistant Secretary for Operations

Incl: As stated

References:

DO 10, s.2025

DM 34,s.2025



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ANNEX A

ALLOTMENT OF PARTICIPANTS PER SDO

| DIVISION | CID CHIEFS | SCHOOL HEADS | ENGLISH EPSs | PSDSs | Teachers |
|-----------------|-------------------|---------------------|---------------------|--------------|-----------------|
| CALOOCAN | 1 | 35 | 1 | 10 | 26 |
| SAN JUAN | 1 | 5 | 1 | 0 | 2 |
| LAS PINAS | 1 | 20 | 1 | 5 | 38 |
| MAKATI | 1 | 4 | 1 | 4 | 2 |
| MALABON | 1 | 22 | 1 | 4 | 20 |
| MANDALUYONG | 1 | 16 | 1 | 4 | 28 |
| MANILA | 1 | 59 | 1 | 10 | 53 |
| MARIKINA | 1 | 9 | 1 | 4 | 25 |
| MUNTINLUPA | 1 | 15 | 1 | 4 | 50 |
| NAVOTAS | 1 | 5 | 1 | 4 | 4 |
| PARANAQUE | 1 | 19 | 1 | 4 | 15 |
| PASAY | 1 | 10 | 1 | 4 | 5 |
| PASIG | 1 | 23 | 1 | 4 | 50 |
| QUEZON CITY | 1 | 72 | 1 | 10 | 35 |
| TAGUIG | 1 | 32 | 1 | 5 | 35 |
| VALENZUELA | 1 | 26 | 1 | 5 | 35 |
| TOTAL | 16 | 372 | 16 | 81 | 423 |



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ANNEX B

LIST OF TRAINERS

**REGIONAL ROLL-OUT ON THE TRAINING OF SCHOOL LEADERS ON
LITERACY REMEDIATION PROGRAM (LRP)**

May 4-6, 2025

| DIVISION/OFFICE | NAME | DESIGNATION |
|------------------------|------------------|--------------------|
| RO-CLMD | ARNOLD C. GATUS | EPS-ENGLISH |
| SDO TAPAT | LOVELYN M. INTAL | EPS-ENGLISH |
| SDO VALENZUELA | WINNIE F. TUGADE | EPS-ENGLISH |

**REGIONAL ROLL-OUT ON THE TRAINING OF TEACHERS ON
LITERACY REMEDIATION PROGRAM (LRP)**

May 7-9, 2025

| DIVISION | NAME | DESIGNATION |
|-----------------|--|--------------------|
| SDO PASIG | CHRISTIAN JOEL L. VALITE -Pinagbuhatan ES | MASTER TEACHER |
| SDO PASIG | SHERYL D. NAZARENO -Caniogan ES | MASTER TEACHER |
| SDO TAPAT | MARICEL P. BALLARES -C.P. Tinga ES | MASTER TEACHER |
| SDO VALENZUELA | DIANA N. VARON -Lawang Bato ES | MASTER TEACHER |



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ANNEX C

PROGRAM MANAGEMENT TEAM

| NAME | DESIGNATION | DIVISION | OFFICE |
|-------------------|---------------|----------|-----------|
| MICAH G. PACHECO | OIC-EPS CHIEF | CLMD | DEPED-NCR |
| RESTITUTO RODELAS | OIC-EPS CHIEF | PPRD | DEPED-NCR |
| ARNOLD C. GATUS | EPS-ENGLISH | CLMD | DEPED-NCR |

TECHNICAL WORKING GROUP
MAY 4-6, 2025 & MAY 7-9, 2025

| NAME | DESIGNATION | SCHOOL | DIVISION |
|----------------------|------------------|---------------------|------------|
| MA. EMILIE B. YUMANG | HEAD TEACHER VI | GEN. T. DE LEON NHS | VALENZUELA |
| AYESSA T. FLORES | HEAD TEACHER III | PARADA NHS | VALENZUELA |
| RUFINA TABINO | HEAD TEACHER III | VALENZUELA NHS | VALENZUELA |
| MARICEL LEGASPI | HEAD TEACHER VI | POLO NHS | VALENZUELA |



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ANNEX D

MATRIX OF ACTIVITIES

**REGIONAL ROLL-OUT ON THE TRAINING OF SCHOOL LEADERS ON
LITERACY REMEDIATION PROGRAM (LRP)**

| Day 1-May 4, 2025 | |
|--------------------------|--|
| TIME | ACTIVITIES |
| 6:00 AM-9:00 AM | Arrival and Registration |
| 9:30 AM-10:00 AM | Health Break |
| 10:00 AM-10:30 AM. | Preliminaries |
| 10:30:AM-12:00 NN. | Session Proper 1: Overview of the Remediation Program -Dr. Arnold C. Gatus |
| 12:00 NN.-1:00 PM. | Lunch Break |
| 1:00 PM.-2:00 PM. | Understanding the CRLA Results -Dr. Winnie F. Tugade |
| 2:00 PM.- 3:00 PM | Session-Mind Setting - Dr. Lovelyn Intal |
| 3:00 PM.-3:15 PM. | Health Break |
| 3:15 PM.-5:00 PM. | Profile of Learners in the Low Emerging Category -Dr. Arnold C. Gatus |
| Day 2-May 5, 2025 | |
| 8:00-AM.-8:15 AM. | MOL |
| 8:15 AM.-9:00 AM. | Session Proper 2 Understanding the Teacher Perspective -Instructional Supervision - Guiding Principles - Qualities of a Good Instructional Leader -Dr. Winnie Tugade |
| 9:00 AM.-9:15 AM. | Health Break |
| 9:15 AM-12:00 NN. | Continuation of Session Proper 2 -Dr. Winnie Tugade |
| 12:00 NN.-1:00 PM. | Lunch Break |
| 1:00 PM.-3:00 PM. | Instructional Supervision Coaching & Mentoring The Gift of Feedback -Dr. Lovelyn Intal |
| 3:00 PM.-3:15 PM. | Health Break |
| 3:15 PM.-5:00 PM. | Systems Support for LRP -Dr. Arnold C. Gatus |
| Day 3-May 6, 2025 | |
| 8:00-AM.-8:15 AM. | MOL |
| 8:15 AM- 9:00 AM. | Session Proper 3 Operationalizing the Remediation Program |



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|--------------------|---|
| | Core Messages <i>-Dr. Winnie Tugade</i> |
| 9:00 AM.-9:15 AM. | Health Break |
| 9:15 AM-10:00 AM | Continuation of Session Proper 3 |
| 10:00 AM-12:00 NN. | Operationalizing the Remediation Program Roles and Responsibilities of Stakeholders <i>-Dr. Lovelyn Intal</i> |
| 12:00 NN.-1:00 PM. | Lunch Break |
| 1:00 PM-3:00 PM. | Presentation of Reading Competencies (c/o English EPSs) |
| 3:00 PM-3:15 PM. | Health Break |
| 3:15 PM-4:15 PM. | Ways Forward |
| 4:15 PM.-5:00 PM. | Closing Program |

**REGIONAL ROLL-OUT ON THE TRAINING OF TEACHERS ON
LITERACY REMEDIATION PROGRAM (LRP)**

| Day 1-May 7, 2025 | |
|--------------------------|--|
| TIME | ACTIVITIES |
| 6:00 AM-8:30 AM | Arrival and Registration |
| 8:30 AM-9:00 AM | Preliminaries |
| 9:00 AM-9:15 AM. | Health Break |
| 9:15 AM-9:45 AM. | Agenda Setting and Overview of the Remediation Program <i>Parallel Session1: Sheryl D. Nazareno</i> <i>Parallel Session2: Diana N. Varon</i> <i>Parallel Session3: Maricel P. Ballares</i> <i>Parallel Session4:Christian Joel L. Valite</i> |
| 9:45AM-11:00 AM. | Session: Mind Setting <i>Parallel Session1: Sheryl D. Nazareno</i> <i>Parallel Session2: Diana N. Varon</i> <i>Parallel Session3: Maricel P. Ballares</i> <i>Parallel Session4:Christian Joel L. Valite</i> |
| 11:00AM-12:00 NN. | Session: Core Messaging <i>Parallel Session1: Sheryl D. Nazareno</i> <i>Parallel Session2: Diana N. Varon</i> <i>Parallel Session3: Maricel P. Ballares</i> <i>Parallel Session4:Christian Joel L. Valite</i> |
| 12:00 NN.-1:00 PM. | Lunch Break |
| 1:00 PM.-1:30 PM. | Walkthrough: Remediation Materials <i>Parallel Session1: Sheryl D. Nazareno</i> <i>Parallel Session2: Diana N. Varon</i> <i>Parallel Session3: Maricel P. Ballares</i> <i>Parallel Session4:Christian Joel L. Valite</i> |
| 1:30 PM.- 3:00 PM | Review: Stages of Reading Development <i>Parallel Session1: Sheryl D. Nazareno</i> <i>Parallel Session2: Diana N. Varon</i> <i>Parallel Session3: Maricel P. Ballares</i> <i>Parallel Session4:Christian Joel L. Valite</i> |
| 3:00 PM.-3:15 PM. | Health Break |



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|--------------------------|---|
| 3:30 PM.-5:00 PM. | Strategies for Strategic Reading <i>Parallel Session1: Sheryl D. Nazareno</i> <i>Parallel Session2: Diana N. Varon</i> <i>Parallel Session3: Maricel P. Ballares</i> <i>Parallel Session4:Christian Joel L. Valite</i> |
| Day 2-May 8, 2025 | |
| 8:00-AM.-8:45 AM. | Preliminaries/MOL |
| 8:45 AM-9:00 AM | Health Break |
| 9:00 AM.-12:00 NN. | Strategies for Automaticity and Strategic Reading <i>With Return</i> <i>Demo from Participants</i> <i>Parallel Session1: Sheryl D. Nazareno</i> <i>Parallel Session2: Diana N. Varon</i> <i>Parallel Session3: Maricel P. Ballares</i> <i>Parallel Session4:Christian Joel L. Valite</i> |
| 12:00 NN.-1:00 PM. | Lunch Break |
| 1:00 PM.-3:30 PM. | Strategies for Automaticity and Strategic Reading <i>With Return</i> <i>Demo from Participants</i> <i>Parallel Session1: Sheryl D. Nazareno</i> <i>Parallel Session2: Diana N. Varon</i> <i>Parallel Session3: Maricel P. Ballares</i> <i>Parallel Session4:Christian Joel L. Valite</i> |
| 3:30PM.-3:45 PM. | Health Break |
| 3:45 PM.-5:00 PM. | Administering the Check-in Tools and Reporting <i>Parallel Session1: Sheryl D. Nazareno</i> <i>Parallel Session2: Diana N. Varon</i> <i>Parallel Session3: Maricel P. Ballares</i> <i>Parallel Session4:Christian Joel L. Valite</i> |
| Day 3-May 9, 2025 | |
| 8:00-AM.-8:45 AM. | Preliminaries/MOL |
| 8:45 AM-9:00 AM | Health Break |
| 9:00 AM.-12:00 NN. | Review of Strategies in the Remediation Activity Sets (RAS) <i>Parallel Session1: Sheryl D. Nazareno</i> <i>Parallel Session2: Diana N. Varon</i> <i>Parallel Session3: Maricel P. Ballares</i> <i>Parallel Session4:Christian Joel L. Valite</i> Operationalizing the Program <i>Parallel Session1: Sheryl D. Nazareno</i> <i>Parallel Session2: Diana N. Varon</i> <i>Parallel Session3: Maricel P. Ballares</i> <i>Parallel Session4:Christian Joel L. Valite</i> |
| 12:00 NN.-1:00 PM. | Lunch Break |
| 1:00 PM.-3:00 PM. | Planning and Next Steps by SDO <i>Parallel Session1: Sheryl D. Nazareno</i> <i>Parallel Session2: Diana N. Varon</i> <i>Parallel Session3: Maricel P. Ballares</i> <i>Parallel Session4:Christian Joel L. Valite</i> |
| 3:00 PM.-3:15 PM. | Health Break |
| 3:15 PM.-4:00 PM. | Continuation of Planning and Next Steps by SDO |
| 4:00 PM.-5:00 PM. | Closing Program |



Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

MEMORANDUM

DM-OUOPS-2025-01-02495

TO : **REGIONAL DIRECTORS CONCERNED**
SCHOOLS DIVISION SUPERINTENDENTS CONCERNED
HRDD CHIEFS/NEAP FOCAL PERSONS
ALL OTHERS CONCERNED

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

MALCOLM S. GARMA
Assistant Secretary, Officer-in-Charge
Office of the Undersecretary for Operations

SUBJECT : **NATIONAL TRAINING OF TRAINERS FOR TEACHERS AND**
SCHOOL LEADERS ON THE LITERACY REMEDIATION
PROGRAM (LRP)

DATE : 16 April 2025

01. Pursuant to DepEd Order No. 10, s. 2025 and DepEd Memorandum No. 034, s. 2025, the Department of Education (DepEd), through the National Educators Academy of the Philippines (NEAP) and the Office of the Undersecretary for Operations, shall conduct the National Training of Trainers (NToT) to support the implementation of the Literacy Remediation Program (LRP) for Grade 3 learners identified as Low Emerging Readers based on the CRLA End-of-School-Year 2024-2025 results.
02. The NToT will capacitate regional training teams who will lead the cascading of the program to schools. Trainings will be held at NEAP Baguio on the following dates:
 - a. **Teachers:** April 27-29, 2025
 - b. **School Leaders:** April 30-May 2, 2025
03. All Regional Offices, except Region IX, shall submit their list of participants through the designated link not later than April 21, 2025 (Monday). All nominated participants must also register individually on or before April 23, 2025 (Wednesday). The number and profile of participants per region shall follow Annex B of DepEd Memorandum No. 034, s. 2025.

04. To support preparation and implementation, the following links shall be used by all concerned:

| Purpose | Link |
|--|---|
| List of Participating Schools | https://bit.ly/2025lrplist |
| Registration for Confirmed Participants | https://tinyurl.com/2025NLRPforKS1 |
| Submission of Final List of Participants | https://tinyurl.com/NLRPPAXLIST |
| Access to Consolidated LRP Materials | https://bit.ly/lrpmaterials |

05. All participants are advised to access and review the provided materials, including Remediation Activity Sets (RAS), Learner Activity Sheets (LAS), and instructional guides, prior to the training and rollout.

06. Participants shall include (1) regional and division reading coordinators, (2) reading specialists and master teachers with expertise in literacy remediation, and (3) Supervisors and technical staff with prior training experience in reading interventions. They are expected to cascade the training and provide support during program implementation. Participants must bring their laptops, chargers, and internet-enabled devices.

07. All expenses incurred relative to board and lodging, transportation, per diem, and reproduction of LRP materials shall be charged against the 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 and subject to existing accounting, auditing, and procurement laws, rules, and regulations.

08. For concerns, contact Mr. Ariel Dagar, Project Development Officer IV, NEAP-QAD, at **neap.od@deped.gov.ph**, **neap.qad@deped.gov.ph**, or (02) 8633-7207.

09. Immediate dissemination of and strict compliance with this Memorandum is directed.

Copy furnished:

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OFFICE OF THE UNDERSECRETARY FOR HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS