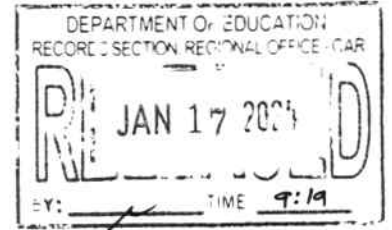




Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION



16 Jan 2024

**REGIONAL MEMORANDUM**

No. ~~032.2024~~

**COORDINATION MEETING OF TRAINERS ON THE CONDUCT OF REGIONAL TRAINING OF TRAINERS ON UPSKILLING ENGLISH TEACHERS IN LANGUAGE INSTRUCTION**

To: Assistant Regional Director  
Schools Division Superintendents  
All Others Concerned

1. With reference to RM 111 and RM 698, s. 2023 regarding the training on Upskilling English Teachers in Language Instruction, this Office through the Curriculum and Learning Management Division announces the conduct of a **Coordination Meeting of Trainers and Facilitators** on the proposed Regional Training of Trainers (RTOT) on Upskilling English Teachers in Language Instruction on February 06, 2024 at SNC Hall, DepEd – CAR, Regional Office, Wangal, La Trinidad, Benguet.
2. The said activity aims to collaborate with the chief trainers, RTOT trainers and facilitators on the content and design for the upcoming regional training of English teachers/school leaders on language instruction. Further, it also aims to distribute specific roles and tasks from among the members of the Regional Technical Working Group for the smooth conduct of the training.
3. Attached in Enclosure 1 is the complete list of participants.
4. Board and lodging and meals shall be charged against the CO downloaded Funds (OSEC-CAR-23-5071) subject to the usual accounting rules and regulations. Meanwhile, transportation expenses of participants shall be charged against any available local funds.
5. The first meal will be dinner on February 5, 2024 and the last meal will be PM snacks on February 6, 2024.
6. For inquiries or concerns, please contact CES Jennifer P. Ande at the Curriculum and Learning Management Division (CLMD) through landline number (074) 422-7096 or email address: [car.clmd@deped.gov.ph](mailto:car.clmd@deped.gov.ph)
7. Immediate dissemination of and strict compliance with this Memorandum is desired.

  
**ESTELA P. LEON-CARIÑO EdD, CESO III**  
Director IV / Regional Director *ELC*

Reference: As stated  
CLMD/JPA/nkm/Coordination Meeting on the conduct of RTOT on Upskilling English Teachers in Language Instruction  
01/16/2024



Address: DepEd-CAR Complex, Wangal, La Trinidad, Benguet, 2601  
Telephone No: (074) 422 – 1318  
Email Address: [car@deped.gov.ph](mailto:car@deped.gov.ph)



DepEd Tayo Cordillera



<https://depedcar.ph>

Enclosure 1 to RM **032.2024**

**LIST OF PARTICIPANTS**

Coordination Meeting on the conduct of Regional Training of Trainers (RTOT) on  
Upskilling English Teachers in Language Instruction  
February 6, 2024 @ SNC Hall, DepEd – CAR, Regional Office,  
Wangal, La Trinidad, Benguet

No	Name	Position	SDO
1	Leonardo Balneg	PSDS	Abra
2	Jasmine P. Bringas	School Head	Abra
3	Imelda A. Burigsay	School Head	Apayao
4	Jayrerose Guevara	PSDS	Baguio
5	Jane Marie Ngolab	School Head	Baguio
6	Francis Peckley	EPS	Benguet
7	Rachel Baliked	School Head	Benguet
8	Frechette Sestet	School Head	Benguet
9	Janice Alma Kimayong	School Head	Ifugao
10	Rubilyn F. Agbayani	School Head	Ifugao
11	Maria Teresa E. Prieto	EPS	Kalinga
12	Ricardo C. Gazzingan Jr.	OIC - School Head	Kalinga
11	John Libongen Jr.	School Head	Mt Province
14	Sirikit B. Odan	School Head	Tabuk
15	Edgar Delgado	School Head	Tabuk
16	Romulo Basa	EPS	RO - QAD
17	CLMD TWG	EPS , ADAS	9 pax