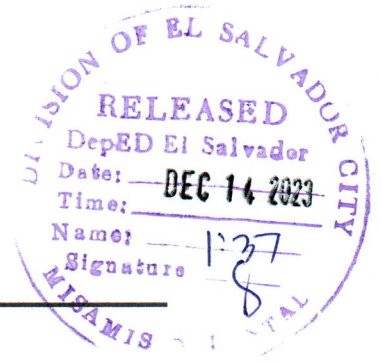




Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY



Office of the Schools Division Superintendent

December 13, 2023

DIVISION MEMORANDUM
No. 547, s. 2023

**CAPACITY BUILDING ON THE MATATAG CURRICULUM FOR DIVISION OFFICE
PERSONNEL AND SCHOOL HEADS CUM WELLNESS ACTIVITY**

To: Asst. Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Section Heads
All Public Elementary & Secondary School Heads
All Others Concerned
This Division

1. To ensure readiness of the implementation of the MATATAG Curriculum for SY 2024 - 2025, this Office will conduct a **Capacity Building on the MATATAG Curriculum for Division Office Personnel and School Heads cum Wellness Activity** on December 21, 2023. The venue will be announced in a separate memorandum.
2. The activity aims to:
 - a. discuss the framework of the MATATAG Curriculum and its phase implementation;
 - b. provide division office personnel the psycho-social and emotional resiliency strategies to manage change and challenges in the workplace; and
 - c. Integrate the principles of gender equality, gender sensitivity, non-discrimination, and human rights, in the provision and governance of basic education.
3. The participants in this activity are the division office personnel, and elementary and secondary school heads.
4. In line with wellness activity, each unit/section/division or group will present a 3-to-5-minute song number with choreography align with the yuletide season.



Address: Zone 3, Poblacion, El Salvador City
Telephone No: (088) 855-0113
Website: www.depedelsalvadorcity.net
Email Address: elsalvador.city@deped.gov.ph

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5. Transportation expenses of the monitors shall be charged against local funds subject to the usual accounting and auditing rules and regulations. This memorandum also serves as **Authority to Travel**.
6. Moreover, this Office adheres to the Equal Opportunity Principle (EOP) in observing all policies and protocol of the said activity. Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
7. Immediate and wide dissemination of this memorandum is desired.

RANDOLPH B. TORTOLA
Schools Division Superintendent

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

CAPACITY BUILDING

MATATAG CURRICULUM

CID/NAA



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