

ANNEX A



No.: 1033

Republic of the Philippine
Department of Education



TRAVEL AUTHORITY FOR OFFICIAL TRAVEL

Name/Position/Designation	MR. GINO E. ALIVIADO- TIC, Apoloy E/S MR. LUCKYNINE R. MANOGURA- TIC, Gadiana E/S
Permanent Station	Siaton District 3 & Zamboanguita District 2
Purpose of Travel (must be supported by attachments)	To attend Workshop on the Development of Teaching-Learning Resources Package on Science Process Skills for Grade 3-6 Science Teachers
Host of Activity	DepEd Central Office
Inclusive Dates	November 28- Dec . 1, 2023
Destination	Axiaa Hotel Manila, West Ave., Quezon City
Fund Source	2023 Basic Education Curriculum (BEC) Funds/BEC Travel Funds

I hereby attest that the information in this form and in the supporting documents attached here to are true and correct.

ARNOLD R. JUNGCO
Name and Signature of Requesting Employee

11/23/2023
Date

This is to certify that the trip of the requesting employee satisfies all the minimum conditions for authorized official travel and that alternatives to travel are insufficient for purpose stated herein.

NILITA L. RAGAY EdD
OIC ASDS - CID Chief
Name and Signature of Recommending Authority

11/23/2023
Date

APPROVED

By the Authority of the Schools Division Superintendent:

NILITA L. RAGAY EdD
ASDS/CID Chief
Office In-Charge
Name and Signature of Approving Authority

11/23/2023
Date



Republic of the Philippines
Department of Education
BUREAU OF LEARNING DELIVERY

Office of the Director

ADVISORY

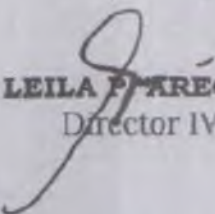
November 13, 2023

ENHANCEMENT OF SCIENCE PROCESS SKILLS FOR GRADE 3-6 TEACHERS

In reference to the memorandum re Enhancement of Science Process Skills for Grade 3-6 Teachers (DM-CT-2023-308), please be advised that the venue of the *Workshop on the Finalization of Teaching-Learning Resource Package on Science Process Skills for Grade 3-6 Science Teachers* on November 28 to December 1, 2023 shall be at the **Axiaa Hotel Manila, West Ave., Quezon City**.

Participants are expected to arrive at the venue before the workshop commences at 8:00 a.m. on Day 1. The first meal is breakfast on Day 1, and the last meal is PM snacks on the last day of each activity. Also, the traveling expenses shall be charged against the BEC Funds downloaded to each region, subject to the usual government accounting and auditing rules and regulations. Should the downloaded funds become insufficient, the remainder of the expenses shall be covered by the participants' respective local funds or excess in the National Learning Camp (NLC) funds.

For information and guidance.


LEILA P. AREOLA
Director IV





Republic of the Philippines
DEPARTMENT OF EDUCATION

Central Office

SUB-ALLOTMENT RELEASE ORDER

Fiscal Year 2023


PROGRAM/PROJECT/ACTIVITY NO./DESCRIPTION: PPA302 310100100003000 - Current Appropriations Basic Education Curriculum		REFERENCE: FY 2023 GAAAO dated 01/03/2023	SUB-ALLOTMENT RELEASE ORDER NO. OSEC-7-23-5346
FUND CODE: 01101101		LEGAL BASIS: Republic Act No. 11936 - FY 2023 GAA	DATE: 05-Sep-23
ORGANIZATION CODE: 070010100000		FISCAL YEAR: FY 2023	
PURPOSE: <i>To cover expenses in connection with the conduct of the different activities under the Enhancement of Science Process Skills of Grades 3 to 6 Science Teachers.</i>			
To: The Regional Director Regional Office - VII Cebu City 070010300007			Region : I
PARTICULARS		ALLOTMENT CLASS/ ACCOUNT CODE	AMOUNT AUTHORIZED
Training Expenses		MOOE 5020201002	78,840.00
AMOUNT IN WORDS: *** Seventy Eight Thousand Eight Hundred Forty Pesos Only ***			Total: <u>78,840.00</u>
NOTE: The MOOE and CO allotment herein sub-allotted is valid for obligation until December 31, 2024.			

The above sub-allotments have been made available for expenditures of the Region/Division/School. It is your primary responsibility to keep expenditures within the limits of the amount sub-allotted. Pursuant to Section 41, Book VI of Executive Order No. 292, the incurrence of overdrafts is prohibited. Parties responsible for the incurrence of overdrafts shall be held personally liable therefor. It is understood that the allotments herein authorized shall be used solely for the purposes indicated and disbursements therefrom shall be made in accordance with existing budgeting, accounting and auditing rules and regulations.

CERTIFIED CORRECT:


CHOLITA F. TIONG
Chief Administrative Officer
Budget Division

APPROVED:


MICHAEL WESLEY T. POA
Undersecretary and Chief of Staff
OIC, Office of the Undersecretary for Finance



Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

MEMORANDUM

DM-CT-2023-328

TO : REGIONAL DIRECTORS

FROM : ALMA RUBY C. TORIO *ALMA*
Assistant Secretary
Officer-in-Charge,
Office of the Undersecretary for Curriculum and Teaching

SUBJECT : ENHANCEMENT OF SCIENCE PROCESS SKILLS OF
GRADES 3 TO 6 SCIENCE TEACHERS

DATE : October 3, 2023

In line with the MATATAG agenda, specifically on "giving support to teachers to teach better", and revitalizing science, technology, and math programs, the Bureau of Learning Delivery (BLD) will spearhead the conduct of a series of activities to enhance the science process skills of Grade 3-6 science teachers.

Below are the details of each activity:

Activity	Inclusive Dates	Venue
Capacity Building on the Enhancement of Science Process Skills for Grade 3-6 Teachers	October 10-13, 2023	UP-NISMED, Diliman, Quezon City
Workshop on the Development of Teaching-Learning Resource Package on Science Process Skills for Grade 3-6 Science Teachers	October 23-27, 2023	NCR
Workshop on the Refinement of the Learning Resource Package on Science Process Skills for Grade 3-6 Science Teachers (Online)	November 6-17, 2023	Online
Workshop on the Finalization of Teaching-Learning Resource Package on Science Process Skills for Grade 3-6 Science Teachers	Nov. 28-Dec 1, 2023	NCR

Abovementioned activities are aimed to help address the dismal results of Process Skills Test (PST), especially for the lower grades science teachers. Further, these intend to facilitate effective application of said skills in the delivery of classroom science teaching.

In this regard, this Office would like to request for two (2) participant-writers from your respective region composed of either Science Education Program Supervisors (or District Supervisors), School Heads, and/or Head Teachers at the elementary level.



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Participants are expected to arrive at the venue before each workshop commences at 8:00 a.m. on Day 1. The first meal is breakfast on Day 1, and the last meal is PM snacks on the last day of each activity. Attached is the Program of Activities as Enclosure 2. Participants are advised to bring their own laptop.

Compensatory Time-Off (CTO) is requested to be granted to participants of workshop days that will fall on holidays in accordance with the SC and DBM Joint Circular No. 2. s. 2004.

Moreover, board and lodging shall be charged against the 2023 BEC funds, while traveling expenses shall be charged against the BEC Travel Funds downloaded to each region, subject to the usual government accounting and auditing rules and regulations.

For inquiries and other concerns, please contact Mr. Julieven R. Abrea, Senior Education Program Specialist of the BLD, through +63 908 8815859 or email at julieven.abrea@deped.gov.ph or bld.tld@deped.gov.ph.

Immediate dissemination and compliance with this memorandum is desired.

Copy furnished:

ATTY. REVSEE A ESCOBEDO
Undersecretary for Operations

Task/Responsibilities

Selected participants have the following tasks and/or responsibilities:

- participate actively during the capacity building sessions;
- prepare and develop required outputs such as assessment prototypes, lesson exemplars, and activity sheets;
- participate regularly during the workshops and task groups;
- coordinate with the immediate supervisor/focal the set of activities and agree on a work-contingency plan; and
- coordinate with the TLD management team various concerns on the activities.

Criteria for the Selection of Writers

Selected participants are expected to:

- with at least 10 years of teaching experience in teaching elementary Science,
- excellent writing skills and facilitation;
- experience in the specific task assigned to each identified participant;
- excellent track record in producing quality outputs;
- adept with the usage of technology;
- have no other participation in other activities on the days of the workshop that requires them to excuse themselves from completing the required days of the workshop;
- participate actively and provide inputs during the workshop;
- willing and committed to producing quality outputs; and
- able to strictly meet deadlines; and physically, mentally

Enclosure 1

LIST OF PARTICIPANTS

Registration Link: bit.ly/SPS-Grade3-6_Reg

Region	No. of Participants
Region I	2
Region II	2
Region III	2
CALABARZON	2
MIMAROPA	2
Region V	2
CAR	2
NCR	2
Region VI	2
Region VII	2
Region VIII	2
Region IX	2
Region X	2
Region XI	2
Region XII	2
CARAGA	2

Note: The same participants shall attend all the activities.



Republic of the Philippines
DEPARTMENT OF EDUCATION
BUREAU OF LEARNING DELIVERY

**CAPACITY BUILDING ON THE ENHANCEMENT OF SCIENCE PROCESS SKILLS FOR GRADE 3-6 TEACHERS
OCTOBER 10-13, 2023/ UP-NISMED**

INDICATIVE MATRIX / PROGRAM OF ACTIVITIES

Objectives:

1. To equip participants with the concept, principles and practices to improve science process skills both for teachers and learners;
2. To capacitate participants with learning approaches and strategies that develop teachers and learners' science process skills; and
3. To provide insights for participants to continuously reflect on the current practices in effectively teaching science and developing science process skills in the elementary level.

TIME	Day 1 - October 10, 2023	Day 1 - October 11, 2023	Day 1 - October 12, 2023	Day 1 - October 13, 2023
8:00 am	Management of Learning			
8:30 am	Registration	SESSION 3: <i>Modeling of Lesson 3 with SPS</i> Resource Persons, UP-NISMED	Workshop 1: <i>Lesson Development with Activity (pair-work)</i> Resource Persons, UP-NISMED	<i>Presentation and Critiquing of Lesson</i> Resource Persons, UP-NISMED
9:30 am				
10:00 am	Plenary Talk <i>Science Inquiry and Science Process Skills</i> Resource Persons, UP-NISMED			<i>Revision of Outputs</i>
12:00 nn	Lunch Break			
1:00 pm	SESSION 1: <i>Modeling of Lesson 1 with SPS</i> Resource Persons, UP-NISMED	SESSION 4: <i>Modeling of Lesson 4 with SPS</i> Resource Persons, UP-NISMED	Cont. of Workshop 1: <i>Lesson Development with Activity (pair-work)</i> Resource Persons, UP-NISMED	Posttest (Survey on SPS) Program Evaluation
3:00 pm				
6:00 pm	(DINNER)			
OD	Jayson Tadeo	Jayson Tadeo	Michelle Tolentino	Michelle Tolentino

Participants' arrival is expected on October 9, 2023 (Day 0 - PM) at the UP-NISMED Hostel.



Republic of the Philippines
DEPARTMENT OF EDUCATION
BUREAU OF LEARNING DELIVERY

**WORKSHOP ON THE DEVELOPMENT OF TEACHING-LEARNING RESOURCE PACKAGE FOR THE
ENHANCEMENT OF SCIENCE PROCESS SKILLS OF GRADE 3 to 6 SCIENCE TEACHERS
OCT. 23 - 27, 2023/ NCR**

INDICATIVE MATRIX / PROGRAM OF ACTIVITIES

Activities:

1. To prepare inventory of the required Science process skills vis-à-vis the competencies in the Revised Science 3-6 CG;
2. To plan and prepare the draft of TL resource package on Science Process Skills enhancement; and
3. To provide insights for writers to continuously reflect on the current practices in effectively teaching science and developing science process skills in the elementary level.

TIME	Day 1	Day 2	Day 3	Day 4	Day 5
8:00 am	Management of Learning				
8:15 am	Arrival and Registration	Workshop 1: <i>Mapping of Science Process Skills vis-à-vis Revised G3-6 Science CG</i> <i>(Break-out into 4 groups: Grade 3, 4, 5 and 6)</i>	Workshop 2: <i>Preparation of Learning Tasks to improve Science Process Skills</i> <i>(Break-out into 4 groups: Grade 3, 4, 5 and 6)</i>	Presentation of Outputs	Cont. Workshop 3: <i>(Break-out into 4 groups: Grade 3, 4, 5 and 6)</i>
10:00 am	Opening Program Plenary Talk <i>Science Process Skills: Theory and Practices</i> <i>Resource Person 1, UP-NISMED</i>				
12:00 nn	Lunch Break				
1:00 pm	SESSION 1: <i>Features of the Revised Grade 3-6 Science BCD Specialist</i>	Cont. Workshop 1: <i>(Break-out into 4 groups: Grade 3, 4, 5 and 6)</i>	Cont. Workshop 2: <i>(Break-out into 4 groups: Grade 3, 4, 5 and 6)</i>	Workshop 3: <i>Preparation of Lesson Exemplars to improve Science Process Skills</i> <i>(Break-out into 4 groups: Grade 3, 4, 5 and 6)</i>	Presentation of Outputs
3:00 pm	SESSION 2: <i>Revisit: Methods and Strategies in Developing Science Process Skills</i> <i>Resource Person 2, UP-NISMED</i>	Presentation of Outputs			Ways Forward Closing Program
6:00 pm	DINNER				
OD	Julieven Abrea	Emily Mallari	Jayson Tadeo	Victor Federigan	Emily Mallari



Republic of the Philippines
DEPARTMENT OF EDUCATION
BUREAU OF LEARNING DELIVERY

**WORKSHOP ON THE REFINEMENT OF TEACHING-LEARNING RESOURCE PACKAGE FOR THE
ENHANCEMENT OF SCIENCE PROCESS SKILLS OF GRADE 3 to 6 SCIENCE TEACHERS
NOV. 6-17, 2023 (ONLINE)**

INDICATIVE MATRIX / PROGRAM OF ACTIVITIES

Objectives:

1. To review and provide comments on the TL resource package to improve science process skills both for teachers and learners;
2. To revise / refine the developed TL resource package on Science Process Skills; and
3. To provide insights for writers to continuously reflect on the current practices in effectively teaching science and developing science process skills in the elementary level.

TIME	Day 1 (Monday)	Day 2 (Tuesday)	Day 3 (Wednesday)	Day 4 - Day 8	Day 9	Day 10
8:00 am	Management of Learning					
8:15 am	Opening Program Plenary Talk Revisit: Curriculum- Teaching- Assessment alignment (Synchronous)	SESSION 1: Review of the draft TL resource package (Synchronous)	SESSION 2: Presentation and Critiquing of the Inputs/comments (Synchronous)	WORKSHOP 1: Refinement of Teaching- Learning Resource Package (Synchronous)	SESSION 3: Status Updating and Refinement of Teaching-Learning Resource Package (Synchronous)	Presentation of Outputs
10:00 am						Ways Forward Closing Program
12:00 nn	Lunch Break					
1:00 pm	Individual initial review of output (Asynchronous)	Individual review of output (Asynchronous)	Individual refinement of output (Asynchronous)	Individual refinement of output (Asynchronous)	Individual refinement of output (Asynchronous)	
3:00 pm						
4:00 pm debriefing						
PIC	Julieven Abrea, Emily Mallari Victor Fedirigan	Julieven Abrea, Emily Mallari Victor Fedirigan	Julieven Abrea, Emily Mallari Michelle Tolentino	Julieven Abrea, Emily Mallari Michelle Tolentino	Julieven Abrea, Emily Mallari Jayson Tadeo	Julieven Abrea, Emily Mallari Jayson Tadeo



Republic of the Philippines
DEPARTMENT OF EDUCATION
BUREAU OF LEARNING DELIVERY

**WORKSHOP ON THE FINALIZATION OF TEACHING-LEARNING RESOURCE PACKAGE FOR THE
ENHANCEMENT OF SCIENCE PROCESS SKILLS OF GRADE 3 to 6 SCIENCE TEACHERS
NOV. 28-DEC 1, 2023/ NCR**

INDICATIVE MATRIX / PROGRAM OF ACTIVITIES

Objectives:

1. To provide additional comments on the TL resource package to improve science process skills both for teachers and learners;
2. To finalize the developed TL resource package on Science Process Skills; and
3. To provide insights for writers to continuously reflect on the current practices in effectively teaching science and developing science process skills in the elementary level.

TIME	Day 1	Day 2	Day 3	Day 4
8:00 am	Management of Learning			
8:15 am	Arrival and Registration	SESSION 2: <i>Presentation and Critiquing of the Inputs/comments</i>	Continuation of Workshop <i>(Break-out into 4 groups: Grade 3, 4, 5 and 6)</i>	Presentation of Outputs <i>(Break-out into 4 groups: Grade 3, 4, 5 and 6)</i>
10:00 am	Opening Program Plenary Talk Quality Assurance of the Science Process Skills Teaching and Learning Resource Package			
12:00 nn	Lunch Break			
1:00 pm	WORKSHOP 1: <i>Review of the draft TL resource package</i>	WORKSHOP 2: <i>Finalization of the Teaching-Learning Resource Package</i> <i>(Break-out into 4 groups: Grade 3, 4, 5 and 6)</i>	Continuation of Workshop <i>(Break-out into 4 groups: Grade 3, 4, 5 and 6)</i>	Ways Forward Closing Program
3:00 pm				
6:00 pm	DINNER			
OD	Michelle Tolentino	Julieven Abrea	Emily Mallari	Jayson Tadeo