



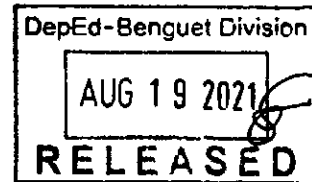
Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Benguet

August 18, 2021

OFFICE MEMORANDUM

No. 327, S.2021

TO: Office of the Schools Division Superintendent
School Governance and Operations Division
Curriculum Implementation Division



SUBJECT: IDENTIFICATION OF DISTRICT POOL OF TRAINERS

1. In order to ensure that development needs of all employees in the fourteen districts (14) are well addressed, the need to identify experts to serve as pool of trainers is highly recommended. Also, this will resolve issues on availability and accessibility of technical assistants / mentors/ coaches in the districts.
2. Please submit your recommendations (three per area) following the attached format / template to the Human Resource Development Section on or before August 24, 2021. Identified participants will be scheduled for a three-day training on facilitating and mastery of area of responsibilities identified.
3. The following are the minimum qualifications of trainers:
 - a. Must be a permanent employee;
 - b. non-teaching, teaching, and /or teaching related; and
 - c. Must have direct experience on the target area/s of responsibility/ies.
4. Recommendations may also be designated as coordinators in the districts.
5. For information, guidance, and strict compliance.

GLORIA B. BUYA-AO
Schools Division Superintendent

//sgod/hrds/xdk



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A. CURRICULUM IMPLEMENTATION DIVISION

Learning Area	COMPLETE NAMES OF RECOMMENDED POOL OF TRAINERS BY DISTRICT (Minimum of 1 and Maximum of 3)													
	ATOK	BAKUN	BUGUIAS	BOKOD	ITOGON 1	ITOGON 2	KABAYAN	KIBUNGAN	KAPANGAN	LA TRINIDAD	MANKAYAN	SABLAN	TUBA	TUBLAY
ENGLISH														
ARALING PANLIPUNAN														
MAPEH														
FILIPINO														
TLE/TVL														
SCIENCE														
ALS														
MATHEMATICS														
ESP/EPP														
LRMD														





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Division Sup

B. School Governance and Operations Division

Specialization	COMPLETE NAMES OF RECOMMENDED POOL OF TRAINERS BY DISTRICT (Minimum of 1 and Maximum of 3)													
	ATOK	BAKUN	BUGUIAS	BOKOD	ITOGON 1	ITOGON 2	KABAYAN	KIBUNGAN	KAPANGAN	LA TRINIDAD	MANKAYAN	SABLAN	TUBA	TUBLAY
AIP and OPCRf (under Chief)														
SMM&E (SIP, SBM, Separation/integration etc.)														
SMN (partnership, adopt a school etc)														
SPORTS and other activities (Under EPS)														
HRD														
DRRM														
Youth Formation														
Planning														
Research														
Physical Facilities (if needed)														
School Health and Nutrition (if needed)														



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