



Republic of the Philippines  
Department of Education  
Region VIII  
**SCHOOLS DIVISION OF TACLOBAN CITY**  
Tacloban City

**DIVISION MEMORANDUM**

No. 406 s. 2022

To: Chiefs, SGOD and CID  
Education Program Supervisors  
Public Schools District Supervisors  
Secondary and Elementary School Heads  
All others concerned

From: **MARIZA S. MAGAN EdD, CESO V**  
Schools Division Superintendent

Subject: **Division-Based Orientation on Kindergarten Pedagogy**

Date: August 25, 2022

1. To ensure that all kindergarten teachers are well informed about the necessary implementing rules and regulations of Kindergarten Program and to have a common understanding on the delivery of learning to our first-timer school children, a Division-Based Orientation on Kindergarten Pedagogy will be conducted on September 9, 2022, 8:00 - 5:00 pm at San Fernando Central School.
2. This activity aims to reorient Kindergarten teachers on the following;
  - a. the content of Kindergarten Omnibus which served as the implementing Rules and Regulations of the program;
  - b. the How's of Homeroom Guidance Implementation in Kindergarten;
  - c. the proper interpretation and recording of children's performance as indicated in the ECCD and Report Card;
  - d. the use of MELC in the lesson planning;
  - e. the blocks of time in the class program ;
  - f. the content of monitoring tools and among others.
3. Participants to this activity are All kindergarten Teachers of Tacloban City Division.
4. All expenses incurred relative to the conduct of this activity shall be charged to HRTD fund subject to accounting, procurement, auditing rules and regulations
5. School heads are advised to issue Travel Order to the concern teachers.
6. Immediate dissemination of and strict compliance with this memorandum is highly desired.



REL. SED  
Date: 8/30/22  
2:50 PM