



Republic of the Philippines  
**Department of Education**  
 REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF OZAMIZ CITY**

October 9, 2023

**DIVISIONAL MEMORANDUM**  
 No. 299, s. 2023

**ADDENDUM/CORRIGENDUM TO DIVISIONAL  
 MEMORANDUM NO. 295, S. 2023  
 (Divisional Rollout on Higher Order Thinking Skills -Professional Learning  
 Packages (HOTS-PLP) for English, Science and Mathematics)**

To: Assistant Schools Division Superintendent  
 Chief Education Supervisors (SGOD and CID)  
 Public Elementary and Secondary School Heads/Department Heads  
 Concerned Personnel  
 This Division

1. Pursuant to Divisional Memorandum No. 295, s. 2023, re: Divisional Rollout of Higher Order Thinking Skills (HOTS) on Professional Learning Packages (PLP) for English, Science and Mathematics, this Office informs the field on the additional list of participants for English to wit:

Name of Participant	Position	Station
1. May Allen Kimberly O. Pinar	Teacher I	Ozamiz City National High School
2. Leziel C. Semense	Teacher III	Malaubang Integrated School

2. The venue of the activity shall be announced through the official Facebook group chat and the changes of the schedule are as follows:

Date		Activity	Persons Involved
From	To		
Oct. 10, 2023	Oct. 18, 2023	Pre-Work	Core Trainers; Support Staff
Oct. 25-28, 2023	Nov. 8-11, 2023	Cluster 1 – English	Core Trainers/Facilitators; Support Staff/Co- Facilitators; and Participants
Nov. 8-11, 2023	Nov. 15-18, 2023	Cluster 2 – Mathematics	
Nov. 15-18, 2023	Nov. 22-25, 2023	Cluster 3 – Science	





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3. Teaching personnel shall earn 1-day service credits as stipulated in the provisions of DepEd Order No. 53, s. 2003, re: Updated Guidelines on Grant of Vacation Service Credits to Teachers amended by DepEd Order No. 84, s. 2003, re: Addendum to DepEd Order No. 53, s. 2003 (Updated Guidelines on Grant of Vacation Service Credits to Teachers) and 3- day Compensatory Time Off for the Speakers/Program Management Team (PMT),/Speakers and Support Staff as stipulated in and Civil Service Commission and Department of Budget and Management Joint Circular No. 2, s. 2004 - Non-Monetary Remuneration for Overtime Services Rendered.
4. The participants are encouraged to bring with them laptops, extension wires that will help facilitate in the completion of session activities.
5. Other provisions in the Memorandum shall remain in effect.
6. This Office directs the immediate dissemination of this Memorandum.

**NIMFA R. LAGO, PhD, CESO VI**  
Assistant Schools Division Superintendent  
OIC, Office of the Schools Division  
Superintendent

pp: **DIONESIO L. LIWAGON, JR., CESE**  
Assistant Schools Division Superintendent

Encl.: As Stated  
To be indicated in the Perpetual Index  
under the following subjects:

**DTOT HOTS-PLP PROFESSIONAL DEVELOPMENT ACTIVITY**

SBC/DM Addendum/ Corrigendum to Divisional Memorandum No. 275, s. 2023,  
(Divisional Roll Out on Higher Order Thinking Skills on Professional Learning  
Packages (HOTS-PLP) for English, Science and Mathematics Teachers)  
October 9, 2023



The first part of the document  
 discusses the general principles  
 of the system and its  
 objectives. It is intended to  
 provide a clear understanding  
 of the project's goals and  
 the role of each participant.

The second part of the document  
 describes the specific tasks  
 and responsibilities of the  
 various teams involved in the  
 project. This section is  
 designed to ensure that all  
 team members are aware of  
 their roles and the overall  
 project schedule.

Finally, the document  
 outlines the reporting  
 requirements and the  
 communication channels for  
 the project. This section  
 is intended to establish  
 a clear and consistent  
 way of reporting progress  
 and addressing any issues.

It is hoped that this  
 document will provide a  
 solid foundation for the  
 project and ensure that  
 all team members are  
 working towards the same  
 goals.

The following table  
 provides a summary of the  
 project's key milestones  
 and the expected completion  
 dates for each. This  
 information is intended to  
 provide a clear overview  
 of the project's progress  
 and to help identify any  
 potential risks or delays.