



Republic of the Philippines
DEPARTMENT OF EDUCATION
CORDILLERA ADMINISTRATIVE REGION
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Regional Memorandum

No. 345-2018

**Submission of Completion Reports on Early Language, Literacy and Numeracy (ELLN)
for Kinder to Grades 3**

To: **Schools Division Superintendents**
All Divisions

1. The Learning, Equity, and Accountability Program Support (LEAPS) is a five-year World Bank—supported project of the Department of Education (DepEd) implemented since 2014. The project was designed to improve the quality of Grades 1 to 3 Reading and Mathematics skills of pupils in Cordillera Administrative Region (CAR), Regions V, VIII, IX, and Caraga, and schools, with special focus on learners belonging to target disadvantaged groups—children living in remote or difficult-to-access areas, and learners who attend schools with a high concentration of Indigenous People (IP) students.
2. In line with the closing of the LEAPS project on August 31, 2018, a technical working group (TWG) is created to prepare the project report on the implementation of LEAPS and to facilitate completion reporting for development partners and oversight agencies. In this connection, this office, through the Curriculum and Learning Management Division (CLMD) requests for the submission of the report following the attached template. Report must be submitted in both **hard and soft copies using word or excel format on or before October 19, 2018** to this email address: clmd.depedcar@gmail.com.
3. For more information, contact DepEd, CAR Regional Office through the Curriculum and Learning Management Division with telephone number 074-422-7096.
4. Immediate dissemination of and strict compliance to this memorandum is directed.

CLMD/EMF/ptd

MAY B. ECLAR, PhD, CESO V
Regional Director

(Template)

REPORT: DATA OF TRAINED DepEd PERSONNEL

Division: _____

DepEd Personnel	Total # of Trained Personnel	Level of Training	Grade Level of Personnel	Amount Utilized	Source of Funds
e.g. EPS	5	Division Level			Downloaded from RO
PSDS					
Principal 1					
2					
3					
4					
Head Teacher 1					
2					
3					
4					
5					
Teacher In-Charge					
e.g. Master Teacher 1	3	Division	Kinder	350,000.00	MOOE
2					
3					
Teacher 1					
2					
3					

Prepared by:

(ELLN Focal)

Certified Correct:

(CID Chief)