



Republic of the Philippines  
**Department of Education**  
MIMAROPA Region  
SCHOOLS DIVISION OF MARINDUQUE

Department of Education  
Division of Marinduque  
**RECORDS SECTION**  
**RELEASED**  
Name: 000101  
Signature:   
JAN 11 2024 Time: \_\_\_\_\_

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**

TO: Asst. Schools Division Superintendent  
Chief Education Supervisors  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads Concerned  
All Others Concerned

FROM:   
**LYNN G. MENDOZA, EdD**  
OIC, Schools Division Superintendent

SUBJECT: **REITERATION OF UNNUMBERED DIVISION MEMORANDUM DATED OCTOBER 23, 2023 RE: CONDUCT OF ACTIVITIES RELATED TO THE INDUCTION PROGRAM FOR BEGINNING TEACHERS (IPBT)**

DATE: January 10, 2024

1. This Office, thru the School Governance and Operations Division – Human Resource Development Section reiterates the contents of paragraphs 2 and 3 of Unnumbered Division Memorandum dated October 23, 2023 which state that:

*“...field implementers of Induction Program for Beginning Teachers (IPBT) shall continue to use the existing PPST-based coursebooks and materials in the induction of newly-hired teachers. Beginning Teachers who have participated in the pilot implementation and have completed all Year I activities and coursebooks shall continue with Years 2 and 3 of the program. IPBT materials, monitoring forms, and related issuances can be accessed through the SDO Marinduque IPBT Portal at [bit.ly/IPBTPortalMdq2023](http://bit.ly/IPBTPortalMdq2023). Further, field implementers are advised to update their IPBT tracker at [bit.ly/IPBTTrackerMdq2023](http://bit.ly/IPBTTrackerMdq2023) on a quarterly basis...”*

2. Newly hired teachers should have begun accomplishing their Year I IPBT coursebooks upon reporting to their official station. They are given a maximum of one (1) school year to finish all six (6) coursebooks.

3. To strengthen the monitoring of IPBT activities, an on-site visit shall be conducted by the Human Resource Development Section personnel to select public elementary and secondary schools in the division starting January 2024.

4. Immediate dissemination of and compliance with the contents of this Memorandum are desired.

/SGOD-HRDS-ARF

*“DepEd Marinduque: Heart of the Philippines.  
Lead to Excel. Excel to Lead.”*



Malusak, Boac, Marinduque  
Email: [deped\\_marinduque@yahoo.com](mailto:deped_marinduque@yahoo.com)  
Tel. No.: (042) 754-0247 • Fax No.: (042) 332-1611  
Facebook Page: DepEd Tayo Marinduque