



Republic of the Philippines  
**Department of Education**  
Region I  
SCHOOLS DIVISION OFFICE OF PANGASINAN II

05 October 2023

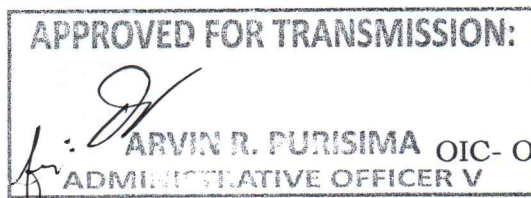
**DIVISION MEMORANDUM**  
No. 479, S. 2023


**IMPLEMENTATION CITIZENSHIP TRAINING PROGRAM (CTP) IN GRADE 10**

To: Secondary School Heads (Public and Private)

1. With reference to DepEd Order No. 21, s. 2019 titled, "Policy Guidelines on the K to 12 Basic Education Program," this office hereby enjoins all public and private secondary schools to implement the **Citizenship Training Program (CTP) for Grade 10 learners for one hour every week.**
2. To ensure the effective implementation of the program, School Heads and the EPS In-charge are strongly advised to monitor its implementation and ensure that the guidelines are strictly complied with.
3. Reiteration of the prohibition stated in the DepEd order:
  - School Uniforms (not military fatigue nor combat shoes) shall be used.
  - Military Training (Cadet Officers, Candidate Course), drills and ceremonies are strictly prohibited.
4. Attached herewith is the Implementing Guidelines as per DepEd Order No. 21, s. 2019 titled, "Policy Guidelines on the K to 12 Basic Education Program. All other issuances for CTP are the following: DO 50,s. 2005; DO No. 52, s.2004.
5. For widest dissemination to all personnel concerned.

For the Schools Division Superintendent:



  
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**ENCLOSURE NO. 1, DIVISION MEMORANDUM NO. \_\_\_\_S,2023**

**Implementing Guidelines of the Citizenship Training Program (CTP) for Public and Private Junior High School**

The Citizenship Training Program (CTP) is a restructuring of Citizens Army Training and Citizenship Advancement Training (CAT). It aims to enhance learners' social responsibility and commitment to the development of their communities. It also intends to develop their abilities to uphold law and order as they actively lead and participate in activities and projects for community development, and assist the government especially in times of emergency. It shall be a separate learning area in Grade 10.

**The CTP has two components:**

1. **Basic Leadership** provides learning opportunities to gain knowledge, skills, and understanding on the rights and duties of citizens, and on military orientation with emphasis on leadership, followership, and personal discipline.
2. **Public Safety** provides basic knowledge of and skills development in public safety, and prepare students for emergencies. It encompasses all programs and activities that contribute to the maintenance of peace and order, promote public health and safety and Disaster Risk Reduction Management (DRRM), and encourage observance of and compliance to laws.

**1. Basic Requirements**

- 1.1 The Program is a requirement for graduation for all Grade 10 learners in both public and private Junior High Schools.
- 1.2 The minimum requirement for the course shall be completion of the two (2) program components in a school year.
- 1.3 A "Passed" rating shall be a requirement for eligibility in the selection of honor students.
- 1.4 The teacher-facilitator shall issue a CTP Rating Card to the student within two weeks upon completion of the program requirements.

**2. Coordinatorship and Function**

- 2.1 The Regional Supervisor of MAPEH shall serve as the regional coordinator for CTP, and shall monitor the activities of CTP in the Regional level.

2.2 The Division Supervisors in MAPEH shall be designated as the division coordinator. They shall monitor the implementation of CTP at the division level, and shall submit periodic reports to the Regional Coordinator.

2.3 The MAPEH Department Head shall be designated as the school CTP coordinator. He/She shall supervise the teacher-facilitators in the implementation of CTP and shall submit periodic reports to the division supervisor on the activities conducted.

### **3. Rating System**

3.1 CTP shall be a separate learning area of MAPEH subject. It shall be rated on a Pass – Fail basis. The composition of the student's grade shall be reflected in the class record of the teacher using the following criteria as basis for passing or failing: Periodic Test 25% Quizzes 10% Participation/Performance 40% Output/Project 25% Total 100%

3.2 There shall be a rating for CTP in every quarter within the school year and shall be reflected in the CTP Rating Card.

3.3 CTP Rating Card shall be attached in the learner's Report Card at the end of the school year.

**4. Medium of Instruction** English may be used as the medium of instruction during classes.

### **5. Time Allotment**

The program shall be offered once a week for sixty (60) minutes.

**6. Uniform Proper** school attire as provided in DepEd Order No. 46, s. 2008 shall be used and NO other uniform like fatigue and combat shoes shall be required. Learners can still wear their existing school or Physical Education (PE) uniforms, if they so desire.

**7. Teaching Load** The teaching load of the teacher-facilitators in the program shall follow the provisions in item No. 7 of DepEd Order No. 43, s. 2002, entitled "The 2002 Basic Education Curriculum" dated August 29, 2002. One class hour is equivalent to one teaching load.

## **Role of Stakeholders**

### **1. Barangay Chairman**

1.1 Facilitate the conduct of community service activities of the students at the barangay level:

1.1.1 Designate Purok Leaders who will coordinate the activities in their respective areas and will ensure students' safety and security.

1.1.2 Facilitate the provision of medical assistance through the barangay health center in case of emergency.

1.2 Plan with the teacher-facilitators and the school head the activities to be undertaken by the students in the community, the time frame required, the arrangements to be made, and the people in the community who will be involved.

1.3 Assist in monitoring the implementation of CTP at the barangay level and provide feedback to the school head and teacher-facilitators.



## **2. School Head / MAPEH Department Head**

2.1 Designate the CTP teacher-facilitators.

2.2 Assist the teacher-facilitators in the implementation of Citizenship Training Program (CTP).

2.3 Coordinate with the barangay chairman the community activities of the students.

2.4 Plan with the teacher-facilitators and the barangay chairman the activities to be undertaken by the students in the community, the time frame required, the arrangements to be made and the people in the community who may be involved in CTP.

2.5 Monitor and evaluate the implementation of the program.

## **3. Teacher-Facilitators**

3.1 Implement the program in coordination with the school head and in collaboration of the Barangay Chairman.

3.2 Supervise the community service activities in coordination with the Barangay Chairman and the purok leader.

3.3 Plan the activities to be undertaken by the students in consultation with other CTP teacher-facilitators of the school and present this to the school head and Barangay Chairman.

3.4 Implement teaching-learning activities.

