


Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

REGIONAL MEMORANDUM
ORD-2023- 1145

TO : **SCHOOLS DIVISION SUPERINTENDENTS**
- SDO Manila and Marikina City

FROM : 
WILFREDO E. CABRAL, CESO III
Regional Director

SUBJECT : **CREATION OF TECHNICAL WORKING GROUP FOR**
TEXTBOOKS AND TEACHER'S MANUAL PROTOTYPING

DATE : **November 3, 2023**

1. This is in reference to the attached Memorandum DM-CT-2023-355 from Dr. Alma Ruby C. Torio, Assistant Secretary and OIC, Office of the Undersecretary for Curriculum and Teaching, on the above-stated subject, for information.
2. In view of this, the identified members of the TWG are requested to coordinate with Mr. Jejomar C. Alda, SEPS, BLR-Production Division, through the email and telephone number stated in the said Memorandum, for future schedule of activities and other important information.
3. Immediate dissemination of this Memorandum is desired.



Misamis St., Bago Bantay, Quezon City

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Website: <http://www.depedncr.com.ph>

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Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

MEMORANDUM
DM-CT-2023-355

TO : **TOLENTINO G. AQUINO**
Regional Director, DepEd Region I

MAY B. ECLAR
Regional Director, DepEd Region III

ALBERTO T. ESCOBARTE
Regional Director, DepEd Region IV-A

WILFREDO E. CABRAL
Regional Director, DepEd NCR

FROM : **ALMA RUBY C. TORIO**
Assistant Secretary for Curriculum and Teaching
Officer-in-Charge *HR*
Office of the Undersecretary for Curriculum and Teaching

SUBJECT : **CREATION OF TECHNICAL WORKING GROUP FOR
TEXTBOOK AND TEACHER'S MANUAL PROTOTYPING**

DATE : **October 17, 2023**

The following non-teaching personnel from your region are enjoined as members of the Technical Working Group (TWG) on Textbook (TX) and Teacher's Manual (TM) Prototyping:

	NAME	REGION AND DIVISION	DESIGNATION
1	Jean Tropel	Region I SDO Urdaneta City	Education Program Supervisor
2	Noel Reganit	Region III SDO Angeles City	Project Development Officer II
3	Archie Condino	Region IV-A SDO Laguna	School Principal
4	Henry Contemplacion	Region IV-A SDO San Pablo City	Education Program Supervisor
5	Cyrus Festijo	Region IV-A SDO Batangas City	Project Development Officer II
6	Joseph Jambalos	Region IV-A SDO Lipa City	School Principal
7	Aleli Nitoral	Region IV-A SDO Lipa City	School Principal

8	Julie Ann Vertudes	Region IV-A SDO Cavite	Project Development Officer II
9	Lucky Carpio	NCR SDO Manila	Education Program Supervisor
10	Florence Edim	NCR SDO Manila	Public Schools District Supervisor
11	Ivy Coney Gamatero	NCR SDO Marikina	Education Program Supervisor
12	Ronald Vincent Salva	NCR SDO Manila	Public Schools District Supervisor

Prototyping is the process of the designing and developing phase of learning resources, where TX standards, curricular content and competencies, and instructional designs are implemented. The product of the process is the prototype, which will be the basis of the actual development of TXs and TMs by the publishers, as mandated by Republic Act No. 8047 or the Book Publishing Industry Development Act.

The TWG will have the following terms of reference:

- (1) Serve as core team in the planning, conducting, managing outputs, and monitoring activities for the prototyping of TXs and TMs at all governance levels;
- (2) Interface with the personnel from the Central Office and represent the field offices and schools by actively engaging in discussions related to curriculum and learning implementation;
- (3) Facilitate and/or assist the secretariat during project implementation;
- (4) Work on individual tasks assigned and endorse the final outputs to the secretariat;
- (5) Maintain confidentiality of all processes and documents associated with the project;
- (6) Represent the field offices and schools in the drafting of recommendations for policies related on the production of TXs and TMs; and
- (7) Prepare necessary project documents and reports as required.

Membership to the TWG does not involve additional funding. However, activities conducted requiring onsite attendance will be allotted the necessary travel expenses and venue accommodations to all participating TWG members. Said funding will be charged against BLR funds.

For advance coordination and further information, please contact the Learning Resources Production Division (attention: **Jejomar Alda**) through email address blr.lrpd@deped.gov.ph, copy furnished jejomar.alda@deped.gov.ph, or call at telephone number (02) 8631-4985.

For immediate dissemination and compliance.

cc:

Atty. Revsee A. Escobedo

Office of the Undersecretary for Operations