




Republic of the Philippines  
**Department of Education**  
 NATIONAL CAPITAL REGION

**REGIONAL MEMORANDUM**  
 ORD-2024- 085

**TO :** **SCHOOLS DIVISION SUPERINTENDENTS**

**FROM :** **JOCELYN DR ANDAYA**   
 Director IV

**SUBJECT :** **ROLLOUT ACTIVITY OF LEARNING RESOURCE EVALUATORS (LREs) FOR THE QUALITY ASSURANCE (QA) OF GRADE 1 TEXTBOOKS (TXs) AND TEACHER'S MANUAL (TMs) IN SIX (6) LOCAL LANGUAGES**

**DATE :** **February 8, 2024**

1. This is in reference to the attached DM-CT-2024-031 from Undersecretary Gina O. Gonong, Curriculum and Teaching, on the conduct of the above-stated activity on February 12-16, 2024, at Cebu Business Hotel, F & C Square, Colon St., corner Junquera St., Cebu City.
2. Anent to this, the participation to this activity of the CLMD and CID education program supervisors, and the Head of the Learning Resource Management Section of the Regional Office as stated in the attached list, is highly requested.
3. Particular attention is invited to paragraphs 3 and 4 of the said Memorandum relative to the activity materials, registration, terms of reference, and provisions for board and lodging and travel expenses, respectively.
4. Immediate and wide dissemination of this Memorandum is desired.



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	RO-ORD-F003	Rev	00
Effectivity	01.26.23	Page	1 of 2



Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

LIST OF PARTICIPANTS

No.	Name	Position/ Designation	Official Station
1	Afuang, Ana Marie A.	Education Program Supervisor	NCR - CID-Pasay City
2	Alburo, Galcoso	Education Program Supervisor	NCR - SDO Marikina City
3	Anatalio, Ma. Lucila	Education Program Supervisor	NCR - SDO San Juan City
4	Aquino, Marita D.	Education Program Supervisor	NCR- CLMD- Regional Office Proper
5	Balaba, Maria Fe	Education Program Supervisor	NCR - SDO Makati City
6	Balitao, Bernard R.	Education Program Supervisor	NCR - CID-Pasig City
7	Bangit, Maricar A.	Education Program Supervisor	NCR- CLMD- Regional Office Proper
8	Batinga, Werlito	Education Program Supervisor	NCR - SDO Mandaluyong City
9	Caballero, Marietta	Education Program Supervisor	NCR - SDO Quezon City
10	Cadayona, Rowela	Education Program Supervisor	NCR - SDO Pasay City
11	Conde, Norlyn	Education Program Supervisor	NCR - CID-Pasig City
12	Dela Rosa, Ma. Theresa	Education Program Supervisor	NCR - SDO Muntinlupa City
13	Doria, Edwin	Education Program Supervisor	NCR - SDO Parañaque City
14	Erni, Leuvina D.	Education Program Supervisor	NCR - CID-Pasay City
15	Ignacio, Perlita	Education Program Supervisor	NCR - SDO Pasig City
16	Mabilin, Edwin	Education Program Supervisor	NCR - SDO Manila
17	Mani, Jovita Consorcia	Education Program Supervisor	NCR - CID-Marikina City
18	Matic, Florita R.	Education Program Supervisor	NCR - CID-Valenzuela City
19	Mendoza, Dennis M.	Education Program Supervisor/LRMS Head	NCR- CLMD-LRMS-Regional Office Proper
20	Mendoza, Ginalyn M.	Education Program Supervisor	NCR - SDO Mandaluyong City
21	Molina, Sheila	Education Program Supervisor	NCR - SDO Caloocan City
22	Palce, Lilibsa	Education Program Supervisor	NCR - SDO Muntinlupa City
23	Pelecia Jr., Macario	Education Program Supervisor	NCR - SDO Las Piñas City
24	Rana, Jennifer	Education Program Supervisor	NCR - SDO Taguig City & Pateros
25	Roberto, Zenaida	Education Program Supervisor	NCR - SDO Malabon City
26	Santos, Dulce O.	Education Program Supervisor	NCR - SDO Pasig City
27	Solis, Amalia C.	Education Program Supervisor	NCR - CID-Manila
28	Tan, Andrew E.	Education Program Supervisor	NCR- CLMD- Regional Office Proper
29	Tarectecan, Rico	Education Program Supervisor	NCR - SDO Navotas City
30	Villanueva, Leilani N.	Education Program Supervisor	NCR - SDO Marikina City
31	Yusingbo, Fatima	Education Program Supervisor	NCR - CID-Las Pinas City



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	RO-ORD-F003	Rev	00
Effectivity	01.26.23	Page	2 of 2



Republic of the Philippines  
**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

MEMORANDUM  
DM-CT-2024- 031

TO :

**TOLENTINO G. AQUINO**  
Regional Director, Region I

**ALBERTO T. ESCOBARTE**  
Regional Director, Region IV-A (CALABARZON)

**GILBERT T. SADSAD**  
Regional Director, Region V

**RAMIR B. UYTICO**  
Regional Director, Region VI

**SALUSTIANO T. JIMENEZ**  
Regional Director, Region VII

**EVELYN R. FETALVERO**  
Regional Director, Region VIII

**RUTH L. FUENTES**  
Regional Director, Region IX

**ARTURO B. BAYOCOT**  
Regional Director, Region X

**ALLAN G. FARNAZO**  
Regional Director, Region XI

**CARLITO D. ROCAFORT**  
OIC-Regional Director, Region XII

**MARIA INES C. ASUNCION**  
Regional Director, Caraga Region

**JOCELYN DR. ANDAYA**  
Regional Director, National Capital Region (NCR)



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[BLAC] Ecotech Compound Station, Lahug, Cebu City; (032) 230-7939; (032) 230-7948  
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ATTENTION : **SCHOOLS DIVISION SUPERINTENDENTS  
REGIONAL LR SUPERVISORS  
ALL CONCERNED PERSONNEL**

FROM :   
**GINA O. GONONG**  
Undersecretary

SUBJECT : **ROLLOUT ACTIVITY OF LEARNING RESOURCE  
EVALUATORS (LREs) FOR THE QUALITY ASSURANCE (QA)  
OF GRADE 1 TEXTBOOKS (TXs) AND TEACHER'S MANUAL  
(TMs) IN SIX (6) LOCAL LANGUAGES**

DATE : **January 29, 2024**

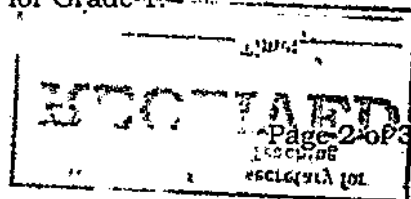
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The Bureau of Learning Resources (BLR) will conduct a *Rollout Activity of Learning Resource Evaluators (LREs) for the Quality Assurance (QA) of Grade 1 Textbooks (TXs) and Teacher's Manuals (TMs) in Six (6) Languages* on **February 12 to 16, 2024**, in Cebu Business Hotel, F&C Square, Colon St. cor. Junquera St., Cebu City. This activity aims to provide information on the Department of Education process, standards, and requirements for quality assurance of TXs and TMs and train participants on how to use the Areas 1 to 4 evaluation tools.

Relative to this, may we request the regional Learning Resource (LR) Supervisors to recommend qualified field personnel who have undergone skills enhancement training or workshops on quality assurance of LRs in their respective region or division that will serve as LREs. Attached for your reference is the Minimum Qualification Standards (MQS) stated in the DepEd Memorandum 217, s. 2016 "Screening and Selection of Potential LREs" for your guidance. Furthermore, we will provide you a template (Annex A) on the list of identified LREs to be accomplished and submitted through the official email address of BLR-Learning Resources Quality Assurance Division at [blr.lrqa@deped.gov.ph](mailto:blr.lrqa@deped.gov.ph) on or before **February 5, 2024**.

The selected participants are reminded of the following:

1. Own laptops, extension cord, and useful reference materials shall be brought during the live-in activity;
2. Teacher's participation to this activity is subject to the *No-Disruption-of Classes-Policy* pursuant to **DepEd Order No. 9, s. 2005, Instituting Measures to Increase Engaged Time-On-Task and Ensuring Compliance Therewith**;
3. For easier facilitation of the administrative arrangements, all participants are expected to pre-register through this link <https://bit.ly/PreRegGrade1RollOut>;
4. The first meal is morning snack on February 12, 2024, and last meal is lunch on February 16, 2024; and
5. All the identified LREs who will undergo this activity will serve as BAC-TWG members for quality assurance of TXs and TMs for Grade-1.



Board and lodging shall be shouldered by the BLR while travel expenses will be reimbursed through the funds to be downloaded to the Region or Schools Division Offices chargeable to BLR F.Y. 2024 Textbooks and Other Instructional Materials Fund subject to the usual government accounting and auditing rules and regulations. Participants are advised to take the most economical means of transportation to attend this activity. Travel expenses more than the downloaded funds may be charged against any available local funds subject to the usual accounting and auditing rules and procedures.

For any query or clarification and confirmation of attendance, please contact the BLR-LRQAD (Attention: Ms. Camelka A. Sandoval) at telephone numbers (02) 8634-1054, 8631-9294, or cell phone number 0998 163 0908.

For your information and appropriate action.

*Attached: as stated*

*Copy Furnished:*

*Atty. Revsee A. Escobedo  
Undersecretary for Operations*

**ORIENTATION OF TECHNICAL WORKING GROUP FOR QUALITY ASSURANCE & MOCK-UP EVALUATION  
OF GRADE 1 TEXTBOOKS (TXs) & TEACHER'S MANUALS (TMs)**

Cebu City (February 12 to 14, 2024)

**Objectives:**

- To inform participants on the DepEd policy, process, standards, and requirements for quality TXs and TMs
- To train participants how to use the Areas 1 to 4 evaluation tools
- To simulate the process in the quality assurance of the TXs and TMs
- To gain insights on the role of LREs in the QA of TXs and TMs

Time	Day 1 (Monday) February 12, 2024	Day 2 (Tuesday) February 13, 2024	Day 3 (Wednesday) February 14, 2024	Day 4 (Thursday) February 15, 2024	Day 5 (Friday) Feb. 16, 2024
8:00 a.m. - 8:14 a.m.		Management of Learning (MOL)	MOL	MOL	MOL
8:15 a.m. - 8:30 a.m.		Plenary 5: <i>Quality Assurance Process Flow</i> (Ms. Daisy Asuncion O. Sanitos)	Plenary 7: <i>Presentation of the Guide in the Individual Evaluation</i> (Ms. Camelita Sandoval EPS II, BLR-QAD) Announcement of Assignment and Distribution of TXs & TMs	Continuation of Workshop 1	Workshop 2: <i>Team Evaluation</i> (Breakout Room by Learning Area)
8:31 a.m. - 8:40 a.m.		Plenary 6: <i>Roles and Responsibilities of the HAC-TWG for QA of TXs &amp; TMs</i> (Ms. RoseAnn S. Callueng, EPS II, BLR-QAD)	Workshop 1 Group 1: <i>Individual Evaluation</i> (Reading and Writing of Marginal Notes)		
8:41 a.m. - 9:00 a.m.		Breakout Sessions per Learning Area: (Groups 1 to 4) A. Discussion of Curriculum Guides According to Learning Area and Grade Level (BCD Learning Area Specialists)	Group 2: <i>QA Management Teams</i> (Discussion on the Management of the QA Process for Gr. 1 TXs and TMs)		
9:01 a.m. - 9:30 a.m.	Travel Time	B. How to Determine if the Learning Competencies are Accurately Unpacked in the TXs and TMs (BCD Learning Area Specialists)			
9:31 a.m. - 10:00 a.m.					
10:01 a.m. - 10:15 a.m.					
10:16 a.m. - 11:00 a.m.	Travel Time	C. Discussion on the Required Learning Competencies on the Assigned TXs and TMs for Evaluation (BCD Learning Area Specialists)	Continuation of Workshop 1	Continuation of Workshop 1	Continuation of Workshop 2
11:01 a.m. - 11:30 a.m.		Breakout Sessions per Learning Area: (Groups 1 to 4)			
11:31 a.m. - 12:00 a.m.	Registration and Attendance	D. Presentation of Instructional Design According to Learning Area (BLD Learning Area Specialists)			
12:01 p.m. - 1:00 p.m.	Opening Program	Breakout Sessions per Learning Area (Groups 1 and 2)			
1:01 p.m. - 1:30 p.m.	<ul style="list-style-type: none"> <li>Philippine National Anthem</li> <li>Prayer</li> <li>Welcome Remarks (Dir. Edward C. Jimenez, Dir. III, BLR-Manila)</li> <li>Statement of Purpose- (Ms. Daisy Asuncion O. Sanitos, Chief BLR-QAD)</li> <li>Introduction of Participants (Ms. Evelyn E. Morante, TA II, BLR-QAD)</li> <li>House Rules &amp; Workshop Protocols (Ms. Evelyn E. Morante, TA II, BLR-QAD)</li> </ul>	<ul style="list-style-type: none"> <li>Area 1 (Ms. Maria Leonor M. Barragans, SREPS BLR-QAD)- GROUP 1</li> <li>Area 3 (Mr. Robert P. Martin, SREPS BLR-QAD) GROUP 2</li> </ul> Open Forum: Moderators: Group 1: Ms. Jodi Bernundo	Continuation of Workshop 1	Plenary 8: <i>Mechanics in Reporting and Critiquing</i> (Mr. Robert Martin)  Reporting & Critiquing (Moderator: Ms. Rizza S. May Fortunato)	Plenary 10: <i>Mechanics in Reporting the Team Evaluation</i> (Ms. Rizza S. May Fortunato)
1:31 p.m. - 2:00 p.m.					

2:01 p.m. - 2:30 p.m.	Plenary 1: Presentation of the Policy on the Procurement & Quality Assurance of TXs & TMs: (Ms. Maria Leonor M. Barraquias, SREPS BLR-QAD)	Group 2: Ms. Fheljoy Visayas	Continuation of Workshop 1		
2:31 p.m. - 3:00 p.m.	Plenary 2: Overview of DepEd Instructional Design for TXs & TMs (Rosalina Villaneza, Chief BLD-TLD)	Breakout Sessions per Learning Area (Groups 1 and 2) B. Discussion of Evaluation Tools for the following: • Area 2 (Ms. Maria Leonor M. Barraquias, SREPS BLR-QAD) GROUP 1 • Area 4 (Mr. Robert P. Martin, SREPS BLR-QAD) GROUP 2  Open Forum: Moderators: Group 1: Ms. Jodi Bermundo Group 2: Ms. Fheljoy Visayas	Continuation of Workshop 2		
3:01 p.m. - 3:15 p.m.		Breakout Sessions per Learning Area (Groups 1 and 2) C. Discussion of Evaluation Tools for the following: • Area 1 (Ms. Maria Leonor M. Barraquias, SREPS BLR-QAD) GROUP 2 • Area 3 (Mr. Robert P. Martin, SREPS BLR-QAD) GROUP 1			Continuation of Plenary 12:  Sharing of Insights on the Team Evaluation (Moderator: Mr. Eiesio Tuyor)
3:16 p.m. - 4:30 p.m.	Plenary 3: Social Content Guidelines (Ms. Sharon E. Buti, SREPS, BLR-PD)	Breakout Sessions per Learning Area (Groups 1 and 2) D. Discussion of Evaluation Tools for the following: • Area 2 (Ms. Maria Leonor M. Barraquias, SREPS BLR-QAD) GROUP 2 • Area 4 (Mr. Robert P. Martin, SREPS BLR-QAD) GROUP 1	Continuation of Workshop 1:	Plenary 9: Presentation of the Team Guide in the Team Evaluation (Ms. Editha F. Esperida, EPS II, BLR-QAD)	Closing Program: Home Sweet Home!!!
4:31 p.m. - 5:30 p.m.	Plenary 4: Overview of the MATATAG Curriculum (Dr. Joyce Andaya, Dir. IV BCD)	Participants gained knowledge on the use of evaluation tools			Checking of Participants' Outputs (BLR Facilitators)
5:31 p.m. - 6:30 p.m.	Plenary: Open Forum Announcements: Ms. Riza May S. Fortunato	Mr. Robert P. Martin Emcee: Mr. Eiesio Tuyor			Participants shared their insights on the team evaluation Ms. Camellka A. Sandoval Emcee: Mr. Eiesio Tuyor
Expected Outputs	Participants gained knowledge on the TX policy and DepEd standards and requirements		Participants are able to perform individual evaluation	Participants are able to perform team evaluation	
Officer of the Day/Emcee	Ms. Maria Leonor M. Barraquias Emcee: Ms. Riza May S. Fortunato, TA II, BLR-QAD		Ms. RoseAnn S. Callaeng Emcee: Ms. Evelyn B. Morante,	Ms. Editha F. Esperida Emcee: Ms. Fheljoy L. Visaya	





*DepEd Memo 217, s. 2016 – Screening, Selection, and Regional Cluster Training-Workshops  
of Potential LREs*

**Minimum Qualification Standards (MQS)**

The potential LRE shall meet the follow minimum qualification standards (MQS):

- Bachelor's Degree holder (preferably in Education)
- With at least five (5) years teaching experience in the learning area s/he is applying as LRE;
- Has at least 24 hours of relevant experience in the development and evaluation of learning resources;
- Not an author, editor, or consultant of any commercially developed learning resources submitted to DepEd for procurement for the least three (3) years from the date of his/her application; and
- Is physically fit, willing, and able to travel to attend and participate in an actual content evaluation activity lasting from eight to ten days and which may not be held in his/her province/city.