Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF DAGUPAN CITY

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By: Time: 1:15

Office of the Schools Division Superintendent

Division Memorandum
No. 298 s, 2025

July 1, 2025

CAPACITY BUILDING FOR LEARNING RESOURCE EVALUATORS OF FORMAT, DESIGN, AND LAYOUT

To: Asst. Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
School Heads of Public Elementary & Secondary Schools
All Others Concerned

1. In reference to Regional Memorandum No. 850 s. 2025, titled *"Capacity Building for Learning Resource Evaluators of Format, Design and Layout,"* the Department of Education Regional Office I through the Curriculum and Learning Management Division will conduct the *Capacity Building for Learning Resource Evaluators of Format, Design and Layout* on July 2-7, 2025, at Westloch Hotel, Sto. Domingo, Ilocos Sur.

2. The activity aims to capacitate the learning resource evaluators of format, design, and layout of various learning resources that include self-learning modules, textbooks and teacher's manual, learning activity sheets, lesson exemplars, strategic intervention materials, supplementary learning resources, and non-print SLRs.

3. In view of the above, the following participants are requested to attend the said activity who have expertise in the production and video editing of learning resources:

Name of Participant	School
Paul Michael Felstead	Bonuan Buquig National High School
John Rey Silang	Bonuan Buquig National High School
Michael Angelo Gatchalian	Dagupan City National High School
Dennis Solis	Dagupan City National High School
Diana Ceralde	Carael National High School
Clemence Belisario	Carael National High School
Willy Solbita	Judge Jose De Venecia Sr. TVSS
Princess Fernandez	Federico N. Ceralde Integrated School
Arjohn Aquino	Leon Francisco Maramba Elem. School
Marcelina Ramos	Bacayao Sur Elem. School
Jomar De Vera	Lomboy Elem. School
Roman Bautista	Salisay Elem. School

SDO DAGUPAN CITY

4. All participants are requested to bring laptop and extension cord.

5. First meal to be served is afternoon snacks on July 2, 2025, and the last meal will be lunch on July 7, 2025. Opening Program will start at 3:00 on July 2, 2025.

6. Meals, venue, accommodation, supplies and travel expenses of the participants shall be charged to FY 2025 GAA subject to the usual government accounting rules and regulations. Travel expenses of the participants will be downloaded thru the issuance of Sub-Allotment Release Order (SARO).

7. Service credits or compensatory time off (CTO) shall be granted to the participants for services that will be rendered on weekend, in accordance with the provisions of DepEd Order No. 52, s. 2023 and CSC-DBM Joint Circular No. 2, s. 2025.

8. This Memorandum serves as **Authority to Travel** for the identified participants.

9. For further queries or clarifications, please call CID-LRMS through 09989922551 or email at lrmds.dagupancity@deped.gov.ph

10. For information, guidance, and immediate dissemination.

ROWENA C. BANZON, EdD, CESO V
Schools Division Superintendent

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DEPARTMENT OF EDUCATION
RECORDS SECTION REGIONAL OFFICE NO. 1
RELEASED
017943
BY:
DATE: JUL 8 2025

REGIONAL MEMORANDUM
No. 570, s. 2025

CAPACITY BUILDING FOR LEARNING RESOURCE EVALUATORS OF FORMAT, DESIGN AND LAYOUT

To: Schools Division Superintendents

1. One of the concerns in the immediate completion of the conduct of quality assurance activities is the inadequacy of trained learning resource evaluators of design, layout and format. To address this concern, the Department of Education Regional Office I through the Curriculum and Learning Management Division will conduct the Capacity Building for Learning Resource Evaluators of Format, Design and Layout on July 2 to 7, 2025 at Westloch Hotel, Sto. Domingo, Ilocos Sur.

2. The activity intends to capacitate the learning resource evaluators of format, design and layout of various learning resources that include self-learning modules, textbooks and teacher's manual, learning activity sheets, lesson exemplars, strategic intervention materials, supplementary learning resources, and non-print SLRs.

3. To realize the objective of the activity, Schools Division Offices are requested to support this endeavor by allowing untrained non-teaching personnel to attend the activity following the slot per SDO indicated in Annex A.

4. The seasoned LREs specified in Annex B are requested to serve as Resource Speakers.

5. All participants are requested to bring laptop and extension cord.

6. First meal to be served is afternoon snacks on July 2, 2025 and the last meal will be lunch on July 7, 2025. Opening Program will start at 3:00 p.m. on July 2, 2025.

7. Meals, venue, accommodation, supplies and travel expenses of the participants shall be charged to FY 2025 GAA subject to the usual government accounting rules and regulations. Travel expenses of the participants will be downloaded to the Schools Division Offices thru the issuance of Sub-Allotment Release Order (SARO).

8. Service credits or compensatory time off CTO) shall be granted to the participants for services that will be rendered on weekends in accordance with the provisions of DepEd Order No. 53, s. 2003 and CSC-DBM Joint Circular No. 2, s. 2025.

9. For further queries or clarifications, please call the CLMD-LRMS through 072-682-2324 loc. 121 or email at lrmds.region1@deped.gov.ph.

10. For information, guidance and immediate dissemination.

TOLENTINO G. AQUINO
Director IV

Encl.: As stated
Reference: Regional Memorandum No. 519, s. 2025
To be indicated in the Perpetual Index
Under the subject:

QUALITY ASSURANCE

CLMD-LRMS/gaa/RM_CapBLREs
July 1, 2025

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Annex A: Slot per Schools Division Office

SDO	TOTAL
Alaminos City	4
Batac City	4
Candon City	4
Dagupan City	12
Ilocos Norte	12
Ilocos Sur	12
La Union	12
Laoag City	4
Pangasinan I	23
Pangasinan II	23
San Carlos City	12
San Fernando City	4
Urdaneta City	12
Vigan City	4
Total	142

Annex B: Composition of the Technical Working Group (Resource Speakers and Facilitators) and Program Management Team

Name	**SDO/Office**
Aubrhey Marie Oasay	Batac City
Jenetrix Tumaneng	Ilocos Norte
Ernesto Ramos, Jr.	La Union
Michael Morales	La Union
Christopher Macasias	San Carlos City
Arlene A. Niro	Regional Office I
Gina A. Amoyen	Regional Office I
Alvin I. Orine	Regional Office I