



Republic of the Philippines
Department of Education

REGION I
SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM

No. **431**, s. 2025

02 JUL 2025

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

To: Assistant Schools Division Superintendent
Chief Education Supervisors
All Unit/ Section Heads
Concerned School Heads

) Parangopong ES
) Colo-Mabaleng ES
) Naguirangan-Capacuan ES
) CUMAPIT ES

All Others Concerned

1. In view of Regional Memorandum No. 850 s, 2025, 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. The delegates from the Schools Division of the City of Batac are the following:

Name	Role	Station
Aubrhey Marie R. Oasay	Resource Speaker/PMT	SDO-CID
Hazel B. Dela Cruz	Participant	Parangopong ES
Flordeliza C. Cacayan	Participant	Colo-Mabaleng ES
Jonalyn C. Ulit	Participant	Naguirangan-Capacuan ES
Rochelle Dulig	Participant	CUMAPIT ES

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 p.m. 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 to the Schools Division Offices 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 weekends in accordance with the provisions of DepEd Order No. 13, s. 2024 and CSC-DBM Joint Circular No. 2, s. 2015.

8. This Memorandum serves as the official Authority to Travel of the identified participants.

9. For information and guidance.

ANSELMO R. ALUDINO
Schools Division Superintendent

Encl.: None
Reference: RM 850, s. 2025
To be included in the Perpetual Index
Under the following subject:

LEARNING RESOURCES

ARO/DM-Capacity Building LREs Design
2509693/25015/July 1, 2025

By the Authority of the SDS:


ARNEL S. BANDIOLA
Assistant Schools Division Superintendent



SDCB RECORDS UNIT

2509693

Department of Education
Schools Division Office of the City of Batangas

Republic of the Philippines

Department of Education

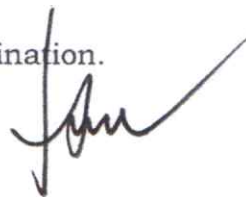
REGION I

REGIONAL MEMORANDUMNo. 850, s. 2025**CAPACITY BUILDING FOR LEARNING RESOURCE EVALUATORS
OF FORMAT, DESIGN AND LAYOUT**

To: Schools Division Superintendents

- 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.
- 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.
- 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.
- The seasoned LREs specified in Annex B are requested to serve as Resource Speakers.
- All participants are requested to bring laptop and extension cord.
- 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.
- 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).
- 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.
- 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