



Republic of the Philippines
Department of Education
REGION I

SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM

No. **585** s. 2025

04 SEP 2025

MASTERCLASS ON COPYRIGHT MANAGEMENT

To: Chief Education Supervisors
Concerned School Heads

) Crispina Marcos Valdez NHS
) Tabug ES
) P.Q. Pimentel ES
) Payao ES


All Others Concerned

1. Relative to Regional Memorandum No. 1169, s. 2025, the Department of Education Regional Office I through the Curriculum and Learning Management Division-Learning Resource Management Section will conduct the Masterclass on Copyright Management at the National Educators Academy of the Philippines Region I (NEAP-RI), San Vicente, City of San Fernando, La Union on September 8-12, 2025.
2. The activity intends to provide the participants with in-depth knowledge, practical skills and unique insights on copyright management.
3. The participants in this activity from the Schools Division of the City of Batac are the following:

Name	School/Office
Dale Justine S. Rabena	CID-LRMS
Joefrey C. Bataan	P.Q. Pimentel ES
Eleonor B. Ramos	Tabug ES
Gracialyne L. Austria	CMVNHS
Cristina Paculan	Payao ES

4. All participants are requested to bring laptop, extension cord, and pocket wifi, and to pre-register through this link: <https://tinyurl.com/Pre-RegMasterClass> on or before September 5, 2025.
5. Meals, venue accommodation, supplies and travel expenses of the participants shall be charged to FY 2025 GAA. Travel expenses of the participants will be downloaded to the Schools Division Office thru the issuance of Sub-Allotment Release Order (SARO). If the downloaded funds is not enough, the additional fund shall be charged to available local funds subject to the existing government accounting rules and regulations.
6. First meal to be served is afternoon snacks on September 8, 2025 and the last meal will be lunch on September 12, 2025. Opening Program will start at 3:00 p.m. to be followed immediately by a plenary session.
7. Compensatory Time-Off (CTO) shall be granted to participants if the activity falls on holiday, weekend, cancellation or suspension of classes and work in Government Offices due to typhoon, flooding, other weather disturbances, and calamities pursuant to the guidelines specified in CSC-DBM Joint Circular No.2 s. 2024 on Non-Monetary Remuneration for Overtime Services Rendered whichever is appropriate and applicable.

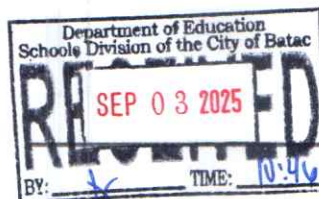
8. Attached is the Regional Memorandum for other details.
9. This Memorandum serves as the official Authority to Travel of identified participants.
10. For further queries or clarifications, please call the CLMD-LRMS through 072-682-2324 loc. 121 or email at lrmds.region1@deped.gov.ph.
11. For information and guidance.


ANSELMO R. ALUDINO
Schools Division Superintendent

Encl.: As stated
Reference: As stated
To be included in the Perpetual Index
Under the following subject:

LEARNING RESOURCES

BBA/DM-Masterclass on Copyright Management
2513456/25210/September 4, 2025



Republic of the Philippines
Department of Education
REGION I



REGIONAL MEMORANDUM

No. 1767, s. 2025

FINALIZATION OF THE CONTEXTUALIZED LEARNING RESOURCES FOR THE LITERACY AND NUMERACY PROGRAMS FOR KEY STAGE 1

To: Schools Division Superintendents

1. The Department of Education through the Curriculum and Learning Management Division-Learning Resource Management Section will conduct the Finalization of the Contextualized Learning Resources (LRs) for the Literacy and Numeracy Programs for Key Stage 1 at Hotelinda Suites, Rivero St., Brgy. VIII, Vigan City on September 8-13, 2025.
2. The activity intends to finalize the validated materials cited above.
3. In view of this, the contextualizers who attended the contextualization last August 11-16, 2025 thru Regional Memo. No. 1039, s. 2025 are requested to attend the activity to finalize the reviewed revised LR. In the event that a contextualizer will not be available due to other equally significant engagement, a replacement may be allowed provided that he/she is well-versed in the Ilokano/Pangasinan/Filipino Orthography, and is exposed to contextualization.
4. All participants are requested to bring laptop, extension cord and back-up pocket wifi to facilitate the production of the expected outputs.
5. 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). If the downloaded fund is not enough, the additional fund shall be charged to available local funds subject to the existing government accounting rules and regulations.
6. First meal to be served is afternoon snacks on September 8, 2025 and the last meal will be lunch on September 13, 2025. Opening Program will start at 3:00 p.m. to be followed immediately by a plenary session.
7. Compensatory Time - Off (CTO) shall be granted to participants if the activity falls on holiday, weekend, cancellation or suspension of classes and work in Government Offices due to typhoon, flooding, other weather disturbances, and calamities pursuant to the guidelines specified in CSC-DBM Joint Circular No. 2 s. 2024 on Non-Monetary Remuneration for Overtime Services Rendered whichever is appropriate and applicable.

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

9. For information, guidance and immediate dissemination.



TOLENTINO G. AQUINO

Director IV

Encl.: None

Reference: RM 1039, s. 2025

To be indicated in the Perpetual Index

Under the subject:

LEARNING RESOURCES

CLMD-LRMS/gaa/RM_FinalizationLRsLiteracy&NumeracyKeyStage1
September 2, 2025



DepEd R01



Documan 5

L R M D S 2 5 0 4 5 1