



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

DIVISION MEMORANDUM

No: 411, s. 2025

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

TO: Asst. Schools Division Superintendent
 Chief Education Supervisor- CID
 Public Elementary and Secondary School Heads
 All Others Concerned

1. Relative to Regional Memorandum No. 850, s. 2025, titled Capacity Building for Learning Resource Evaluators of Format, Design, and Layout, the following personnel are advised to attend the activity at Westloch Hotel, Sto. Domingo, Ilocos Sur on July 2-7, 2025.

NAME	POSITION	SCHOOL/OFFICE
Aldrich Quiocho	PDO II	SDO
Allan Barrientos	Librarian II	SDO
Ronald Alejo	Head Teacher VI	ISNHS
Eric Tapat	ITO I	SDO

2. The Opening Program shall start at 3:00 PM on July 2, 2025. First meal to be served is afternoon snacks on July 2, 2025 and the last meal will be lunch on July 7, 2025. All participants are requested to bring laptop and extension cord.

3. Travel expenses of the participants will be downloaded to the School Division Office thru the issuance of Sub-Allotment Release Order (SARO). Compensatory Time-Off (CTO) shall be granted to participants for services rendered on weekends in accordance with the provision of DepEd Order No. 53, 2. 2003 and CSC-DBM Joint Circular No. 2, s. 2024.

4. This Memorandum shall serve as Travel Authority of the participants.

5. Attached is the Regional Memorandum No. 850, s. 2025 for reference.

6. Immediate dissemination of this Memorandum is desired.



Vilma D. Eda
 for **VILMA D. EDA, CESO V**
 Schools Division Superintendent

Enclosure: as stated
 Reference: RM 850, s. 2025
 To be indicated in the Perpetual Index
 Under the subject:
 QUALITY ASSURANCE



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 Telephone No: (077) 722-20-23 / (077) 632-05-33
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 Website: www.depedviganacity.com

Your Feedback is important to us. Visit this link bit.ly/SDOViganCityCSM

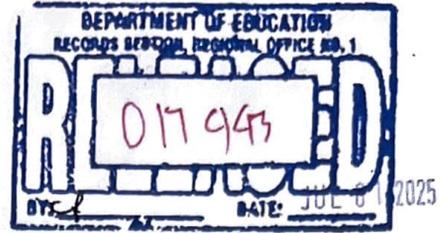


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Republic of the Philippines
Department of Education
REGION I



REGIONAL MEMORANDUM
No. 800, 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.



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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



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