



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

DIVISION MEMORANDUM

No: 630, s. 2025

PARTICIPANTS IN THE MASTERCLASS ON COPYRIGHT MANAGEMENT

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

1. Relative to Regional Memorandum No. 1169, s. 2025, titled *Masterclass on Copyright Management*, the following personnel are advised to attend the activity at NEAP-R1, San Vicente, City of San Fernando, La Union on September 8-12, 2025:

NAME	POSITION	OFFICE/SCHOOL
Rommel Rabo	EPS-LRMS	SDO
Aldrich Quiocho	PDO II	SDO
Allan Barrientos	Librarian II	SDO
Raymond Florendo	Assistant Principal II	ISNHS
Glenn Tadena	Principal I	VNHSW

2. Participants are requested to pre-register through this link: <https://tinyurl.com/PreRegMasterClass> on or before September 5, 2025. They are likewise requested to bring laptop and extension cord and pocket wifi.
3. The Opening Program shall start at 3:00 PM on September 8, 2025. First meal to be served is afternoon snacks on September 8, 2025 and the last meal will be lunch on September 12, 2025.
4. 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 through 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.
5. Attached is the Regional Memorandum No. 1169, s. 2025 for reference.
6. Immediate dissemination of this Memorandum is desired.



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

Enclosure: as stated
 Reference: RM 1169, s. 2025
 To be indicated in the Perpetual Index
 Under the subject:

LEARNING RESOURCES



Address: Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur
 Telephone No: (077) 722-20-23 / (077) 632-05-33
 Email Address: vigan.city@deped.gov.ph
 Website: www.depedviganity.com

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





Republic of the Philippines
Department of Education
 REGION I



2509 - 383 E409

REGIONAL MEMORANDUM

No. 1169, s. 2025

MASTERCLASS ON COPYRIGHT MANAGEMENT

To: Schools Division Superintendents

1. The Department of Education 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. To realize the objective of the activity, Schools Division Offices are requested to support this initiative by allowing the untrained or newly-hired Learning Resource Management Personnel to attend the activity, along with practicing Regional or Division learning resource evaluators following the slot indicated in Annex A.
4. All participants are requested to bring laptop, extension cord, and pocket wifi. They are also requested 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 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 12, 2025. Opening Program will start at 3:00 p.m. to be followed immediately by a plenary session.
7. For further queries or clarifications, please call the CLMD-LRMS through 072-682-2324 loc. 121 or email at lrmds.region1@deped.gov.ph.
8. For information, guidance and immediate dissemination.

TOLENTINO G. AQUINO
 Director IV

Encl.: None
 Reference: None
 To be indicated in the Perpetual Index
 Under the subject:

LEARNING RESOURCES

CLMD-LRMS/gaa/RM_Masterclass on Copyright Management
 September 2, 2025



Documan 2



Flores St., Catbangan, City of San Fernando, La Union
 Telephone Nos.: (072) 607-8137/682-2324
 DepEd Region I | region1@deped.gov.ph
www.depedregion1.com

Doc. Ref. Code	RM-ORD	Rev	00
Effectivity	11.18.2024	Page	1 of 2



Annex A: Slot per Schools Division Office

SDO	No. of Participants
Alaminos City	5
Batac City	5
Candon City	5
Dagupan City	10
Ilocos Norte	10
Ilocos Sur	10
Laoag City	5
La Union	10
Pangasinan I	22
Pangasinan II	22
San Carlos City	10
San Fernando City	5
Urduyeta City	10
Vigan City	5
Total	134

Program Management Team/Technical Working Group

Arlene A. Niro	Chief ES/Program Owner
Gina A. Amoyen	EPS-LRMS/Focal Person
Nida N. Carbajal	Librarian II/Co-Focal Person
Niña Marie Ballada	Administrative Assistant II
Reggie Sonza	Job Order, LRMS