



Republic of the Philippines  
**Department of Education**  
Region VI – Western Visayas  
**SCHOOLS DIVISION OF CAPIZ**

December 9, 2022

**DIVISION MEMORANDUM**  
NO. 527 S. 2022

**CHANGES TO DIVISION MEMORANDUM NO. 522, s. 2022 TITLED  
ONE-DAY WRITESHOP ON THE FINALIZATION OF SUPPLEMENTARY  
READING MATERIALS BASED ON THE ENHANCED LEARNING  
RESOURCE STANDARDS**

To: Chief- Education Program Supervisor - CID  
Public Schools District Supervisors/Officers-In-Charge of the District  
Heads of Public Elementary, Secondary and Integrated Schools  
Project Development Officer II (CID)  
SDO- Librarian II

1. Relative to Division Memorandum No. 522, s. 2022 titled, **ONE-DAY WRITESHOP ON THE FINALIZATION OF SUPPLEMENTARY READING MATERIALS BASED ON THE ENHANCED LEARNING RESOURCE STANDARDS**, please be advised that the schedule is moved from **December 13, 2022** to **December 28, 2022**.
2. Participants and trainers are entitled to service credits in accordance with DepEd Order No. 53, s. 2003 titled: *Updated Guidelines on the Grant of Vacation Service Credits to Teachers*. On the Other Hand, Non-Teaching personnel including the management staff shall be provided with Compensatory Time Off (CTO) as per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on *Non-Monetary Remuneration for Overtime Service Rendered*.
3. It is expected that in the conduct of this activity, all involved must adhere to minimum health and safety protocols set by the Inter-Agency Task Force on the Management of Emerging Infectious Diseases (IATF) and the Department of Health (DOH).
4. All other provisions in the said Memorandum remain in effect.
5. Immediate dissemination of this Memorandum is desired.

  
**MIGUEL MAC D. APOSIN EdD, CESO V**  
Schools Division Superintendent ✓



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Republic of the Philippines  
Department of Education  
Region VI- Western Visayas  
**SCHOOLS DIVISION OFFICE - CAPIZ**

December 7, 2022

**DIVISION MEMORANDUM**

No. 522 s. 2022

**ONE -DAY WRITESHOP ON THE FINALIZATION OF SUPPLEMENTARY READING MATERIALS BASED ON THE ENHANCED LEARNING RESOURCE STANDARDS**

To: Chief- Education Program Supervisor - CID  
Public Schools District Supervisors/Officers-In-Charge of the District  
Heads of Public Elementary, Secondary and Integrated Schools  
Project Development Officer II (CID)  
SDO- Librarian II

1. This Office through the Learning Resources Management Section of the Curriculum Implementation Division will conduct a **One -Day Division Writeshop on the Finalization of Supplementary Reading Materials Based on the Enhanced Learning Resources Standards** on **December 13, 2022**. The venue will be announced later.
2. The workshop aims to achieve the following objectives:
  - a. provide the participants with knowledge on how to develop and finalize Supplementary Reading Materials (SRMs) based on the enhanced learning resource standards; and
  - b. finalize and upload to the LR Portal the developed SRMs
3. The number of participants per district, names of Resource Speakers, Facilitators, and Program Management Team are found in **Enclosure No. 1**.
4. Participants are advised to bring the following:
  - revised Outputs during the training on Bloom Software
  - laptop
5. The indicative Program Schedule for this workshop is found in Enclosure No. 2.
6. Concerned school heads are advised to ensure that there will be a teacher to take charge of the class of the teacher-participants so that there will be no disruption of classes.
7. Expenses for food and training materials will be charged against the Flexible Learning Options downloaded funds while travel expenses of the participants will be charged to school MOOE subject to the usual accounting and auditing rules and regulations.
8. Immediate dissemination of this Memorandum is desired.

**MIGUEL MAC D. APOSIN EdD, CESO**  
Schools Division Superintendent



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**SCHOOLS DIVISION OF CAPIZ**

Enclosure no. 1 to Division Memorandum No. 522, s. 2022

**NO. OF PARTICIPANTS BY DISTRICT**

<b>District</b>	<b>District LR Coor</b>	<b>K to G3 Teachers</b>	<b>TOTAL</b>
1. Cuartero	1	2	3
2. Dao	1	2	3
3. Dumalag	1	2	3
4. Dumarao	1	2	3
5. Ivisan	1	2	3
6. Jamindan	1	2	3
7. Maayon	1	2	3
8. Mambusao East	1	2	3
9. Mambusao West	1	2	3
10. Panay	1	2	3
11. Panitan	1	2	3
12. Pilar	1	2	3
13. Pontevedra	1	2	3
14. Pres. Roxas	1	2	3
15. Sapián	1	2	3
16. Sigma	1	2	3
17. Tapaz East	1	2	3
18. Tapaz West	1	2	3
<b>TOTAL</b>	<b>18</b>	<b>36</b>	<b>54</b>

**THE CORE GROUP**

**RESOURCE SPEAKERS**

<b>NAME</b>	<b>School/District/Office</b>	<b>Position</b>
1. Jeffrey Buhat	Ivisan ES	Teacher 3
2. Glenn P. Dollete	SDO – Capiz	PDO 2
3. Juvy D. Baranda	Dist. of Ivisan	Principal 3
4. Shirley A. De Juan	SDO – Capiz	EPS-LRMS

**LIST OF TRAINING STAFF AND FACILITATORS**

1. Alfredo Patrimonio	Dao District	Teacher 3
2. Laurence Dadivas	Pres. Roxas District	Teacher 3
3. Leoname Gonzales	FYCNHS	Teacher 3
4. Ma. Frances Therese B. Zamora	SDO	Librarian 2

**PROGRAM MANAGEMENT TEAM**

Heidelyn Geromiano	PSDS/SDO Kindergarten Coor.
Ruth Gervero	EPS-ALS
Rolando Jamora	EPS- EPP/TLE
Andres Quiachon	EPS- Science
Merlie Rubio	EPS-Filipino
Eleneia Baranda	EPS- Math
Salvador Dale Artates	EPS- English
Sephora M. Roldan	EPS- AP
Alan Vincent Altamia	EPS- EsP/Values
Ronie Reteracion	EPS- MAPEH
Segundina F. Dollete	CES-CID
Ma. Lunie B. Sampani	OIC- ASDS
Miguel Mac D. Aposin	SDS



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Enclosure No. 2 to Div. Memo **522** s. 2022

**MATRIX OF ACTIVITIES**

**ONE -DAY WRITESHOP ON THE FINALIZATION OF SUPPLEMENTARY READING MATERIALS BASED ON THE ENHANCED LEARNING RESOURCE STANDARDS**

**December 13, 2022**

<b>TIME</b>	<b>ACTIVITY/TOPIC/ RESOURCE SPEAKER</b>	<b>MODERATOR/ PERSON IN-CHARGE</b>
7:30 – 9:00	<b>Arrival of Participants</b>	<b>TWG/Core Group</b>
9:00 -9:30	<b>Opening Program</b>	<b>Ms. Leoname Gonzales/ Frances Therese Zamora</b>
9:30 -10: 30	<b>Revisiting of Outputs as compared to the LR Standards</b>  <b>Mrs. Shirley A. De Juan</b>	<b>Resource Speakers and District LR Coors.</b>
10:30 -12:00	<b>Editing of Outputs</b>	<b>Development Team and District LR Coor</b>
12:00 - 1:00	<b>LUNCH</b>	
1:00 – 3:30	<b>Finalization of Outputs</b> - Mr. Jeffrey U. Buhat - Mrs. Juvy Baranda	<b>Glenn P. Dollete</b>
3:30 4:30	<b>Packaging and submission of Outputs</b>	<b>TWG and Ms. Frances Therese B. Zamora</b>
430 – 5:00	<b>Closing Program</b>	<b>Trng. Management Team</b>



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