



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

August 1, 2025

DIVISION MEMORANDUM

No. **1348** S. 2025

**ADDITIONAL INFORMATION TO DIVISION MEMORANDUM NO. 320, S. 2025
TITLED WORKSHOP ON THE FINALIZATION OF SUBMISSION
REQUIREMENTS FOR NEAP QUALITY ASSURANCE AND PRC CPD
ACCREDITATION OF LEVEL UP LEARNING: VETTING AND ELEVATING LRs-
WORKSHOP ON QUALITY ASSURANCE OF TEACHER-CRAFTED LEARNING
RESOURCES**

To: OIC - Office of the Assistant Schools Division Superintendent
Chief Education Supervisors- CID & SGOD
Education Program Supervisors
Public Schools District Supervisors
Heads of Public and Private Elementary, Secondary and Integrated Schools
All Others Concerned

1. Relative to Division Memorandum No. 130, s. 2025 titled **Workshop on the Finalization of Submission Requirements for NEAP Quality Assurance and PRC CPD Accreditation of Level Up Learning: Vetting and Elevating LRs — A Workshop on the Quality Assurance of Teacher-Crafted Learning Resources on August 2-3, 2025**, this Office announces that the venue of said activity will be at **Hotel Veronica, Pueblo de Panay Township, Roxas City**.

2. To ensure more efficiency in the conduct of said workshop, the following members of the technical working group are added:

Verny B. Tacuyan- T- III, Quiajo Integrated School, District of Pres. Roxas
Charlo D. Pellego- T- I, East Villaflores National High School, District of Maayon



3. 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 (DBM) Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.



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4. Other provisions of the aforementioned Memorandum remain in effect.
5. This Memorandum serves as Authority to Travel.
6. Immediate dissemination of this Memorandum is desired.

FOR THE SCHOOLS DIVISION SUPERINTENDENT:


ROLANDO B. JAMORA PhD
Chief Education Supervisor, CID
In-charge of the Division 

Enclosure: None
Reference: As Stated

To be indicated in the Perpetual Index
under the following subjects:

TRAINING TEACHERS LEARNING RESOURCE QUALITY ASSURANCE