



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

09 OCT 2025

DIVISION MEMORANDUM

No. **511** s. 2025

**MAKING OF COMPLETION REPORT FOR DIVISION MEMORANDUM NO. 382,
S. 2025 TITLED LEVEL UP LEARNING: VETTING AND ELEVATING LRs- WORKSHOP ON
QUALITY ASSURANCE OF TEACHER-CRAFTED LEARNING RESOURCES FOR PRC AND
NEAP ACCREDITATION**

To: Assistant Schools Division Superintendent
Chief Education Supervisor (CES)/OIC CES
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
All Others Concerned

1. Relative to Division **Memorandum No. 382, s. 2025** titled **Level Up Learning: Vetting and Elevating LRs- Workshop on the Quality Assurance of Teacher- crafted Learning Resources**, this Office through the Learning Resource Management Section of the Curriculum Implementation Division shall conduct an activity on making of completion report for PRC and NEAP accreditation on **October 11-12, 2025**. The venue will be announced later.
2. Participants to the said activity are listed in Enclosure Number 1.
3. Participants are entitled to service credits in accordance with DepEd Order No. 53, s. 2023 titled: Updated Guidelines on the Grant of Service Credits to Teachers or to 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.
4. Food and accommodation expenses of the participants relative to the conduct of this activity shall be charged against HRTD Funds while their travel expenses shall be charged to the school MOOE subject to the usual accounting and auditing rules and regulations.
5. This Memorandum serves as Authority to Travel for all participants.
6. Immediate dissemination of this Memorandum is desired.

ROEL F. BERMEJO
Schools Division Superintendent

Enclosure: As stated
Reference: As Stated

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

TRAINING TEACHERS LEARNING RESOURCE QUALITY ASSURANCE



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Enclosure No. 1, Division Memorandum No. 511 s. 2025

List of Participants

Participant	Office/School/District
Rolando B. Jamora PhD	CID- SDO Capiz
Edwin Jason D. Duenas PhD	CID- SDO Capiz
Andres D. Quiachon	CID- SDO Capiz
Ronie C. Reteracion	CID- SDO Capiz
Ruth C. Gervero PhD	CID- SDO Capiz
Donnalyn O. Olandesca EdD	Dapdapan IS, Sapián
Kenneth Clent A. Ortiz	District of Panitan
Glenn P. Dollete	CID- SDO Capiz
Ma. Frances Therese B. Zamora	CID- SDO Capiz
Glory Joy A. Dagmil	Capiz NHS
Mark Nel R. Venus	Commissioner Luis R. Asis NHS- Panay
Evita Rose L. Busil EdD	Pontevedra CS- Pontevedra
Mary Lyn T. De Guzman	Casanayan ES- Pilar
Krizelle Aguadera	Marciano M. Patricio NHS- Pilar
Ma. Maybel Obispado	Sapián NHS- Sapián
Verny Tacuyan	Quiajo IS- President Roxas