



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

28 OCT 2025

DIVISION MEMORANDUM

No. **565** s. 2025

**TRAINING-WORKSHOP ON THE DEVELOPMENT OF DIGITAL  
ASSESSMENT MATERIALS ON MATATAG GRADE 8  
ENGLISH, MATHEMATICS, SCIENCE  
AND TLE (PHASE 1)**

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

1. Relative to DO No. 10, s. 2024 titled **Policy Guidelines on the Implementation of the MATATAG Curriculum**, and SDM No. 340, s. 2025 titled **Leading the Shift: Capacity Enhancement Program for School Leaders on the K to 12 Curriculum Phase 2**, this Office, through the Curriculum Implementation Division, will conduct the Training-Workshop on the Development of Digital Assessment Materials on MATATAG Grade 8 English, Mathematics, Science, and TLE (Phase 1) on November 6-8, 2025. The venue will be announced later.
2. This training – workshop will focus on the development of digital assessment materials on MATATAG grade 8 english, mathematics, science, and TLE and creating an offline / online platform for paperless assessment in the classroom.
3. The participants in this activity are the following:

Batch	Participants	Number
November 6-8, 2025	General Participants (Grade 8 teachers in English, Mathematics, Science, and TLE)	50
	Farm School and STVEP	31
	Resource Persons, TWG, & PMT	15
	Total	96



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They are advised to bring their laptops, chargers, extension cords, and other sources of internet (e.g., mobile data, pocket WIFI, etc.) They are also requested to download the curriculum guide in their assigned grade level. Likewise, they are requested to bring their provision for personal medicines, face masks and alcohol; and are reminded to adhere to the minimum health protocols.

4. Participants and PMT team are entitled to service credits in accordance with DepEd Order No. 13, s. 2004 titled Revised Guidelines on the Grant of Vacation Service Credits to Teachers. On the other hand, non-teaching personnel 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.

5. The following are attached to this Memorandum:

- a. Enclosure No. 1 – List of Program Management Team and Trainers
- b. Enclosure No. 2 – Allotment of Participants
- c. Enclosure No. 3 – Matrix of Activities / Program

6. Expenses relative to the conduct of this activity shall be chargeable against downloaded MATATAG Curriculum funds while travel and other expenses of the participants are chargeable against school MOOE or any available funds both subject to compliance with existing accounting and auditing rules and regulations.

7. This Memorandum serves as the Authority to Travel of all participants.

8. Immediate dissemination of this Memorandum is desired.

**ROEL F. BERMEJO**  
Schools Division Superintendent

Enclosures: As stated  
References: As stated  
To be indicated in the Perpetual Index  
under the following subjects:

ASSESSMENT

TRAININGS

CURRICULUM

TEACHERS



Address: Banica, Roxas City  
Contact Number: (036) 6518 456/0968-869-5867  
Email Address: [capiz@deped.gov.ph](mailto:capiz@deped.gov.ph)  
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Enclosure No. 1 to Division Memorandum No. 565, s. 2025

**List of Program Management Team and Trainers**

Name	Office/ Station/ Designation	Role
1. Erden G. Gentolea	Pontevedra NHS/ Teacher III	Resource Person
2. Rechille Ann D. Cordova	JDAJNHS/ Teacher III	Resource Person
3. John Camacho	Capiz NHS / Teacher III	Resource Person
4. Rossinni G. Medel	San Nicholas NHS Tapaz	Resource Person
5. Alther A. Sunio	E. Montemayor NHS	Resource Person
6.	SDO - Medical	TWG
7.	SDO - Medical	TWG
8. Michelle G. Dordas	Capiz NHS / Teacher III	TWG
9. Jeolie Ann Billones	JDAJNHS/ Teacher III	TWG
10. Charmane Kae B. Fagutao	Capiz NHS / T I	TWG
11. Reynaldo G. Crespo	Amaga ES/ HT II/ TIC	TWG
12. Andres D. Quiachon	EPS - Science	PMT
13. Elenia P. Baranda	EPS - mathematics	PMT
14. Edwin Jason D. Dueñas	EPS - LRMS	PMT
15. Rolando B. Jamora	SDO CID/ CES	Program Lead



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Enclosure No. 2 to DM No. 565, s. 2025

Groups	Participants	Number
November 6-8, 2025	General Participants (Grade 8 teachers in English, Mathematics, Science, and TLE)	50
	Farm School and STVEP	31
	PMT/ TWG	15
	Total	96



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**Enclosure No. 3 to DM No. 565, s. 2025**

**Matrix of Activities**

Activities	Time	Resource Person
DAY 1		
Opening Program	8:30 – 9:30 a.m.	TWG
Session 1. Curriculum Updates	9:45 – 10:45 a.m.	Rolando B. Jamora CES - CID
Session 2. Assessment	10:46 – 12:00 nn	Elenia P. Baranda EPS - Mathematics
Session 3. Development of HOTS and PISA-like Assessment Materials	1:00 – 2:00 p.m.	Andres D. Quiachon EPS - Science
Session 4. Writing of HOTS Assessment Materials: Language Standards	2:00 – 3:00 p.m.	Edwin Jason D. Dueñas EPS - LRMS
Session 5. Digital Assessment: Project CaPISAhN	3:00 – 5:00 p.m.	John Camacho Erden D. Gentolea Rossinni G. Medel
Day 2		
MOL	8:00 – 8:15 a.m.	TWG
Session 6. Artificial Intelligence in Assessment (Prompt Engineering)	8:15 – 9:30 p.m.	Rechille Ann D. Cordova ASLA expert
Workshop	9:15 – 5:00 p.m.	RPs / PMT
DAY 3		
MOL	8:00 – 8:15 a.m.	TWG
Workshop	8:15 – 3:00 p.m.	RPs / PMT
Closing Program	3:15 – 5:00 p.m.	RPs / PMT