



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
GATE II, KARANGALAN VILLAGE
1900 CAINTA, RIZAL



Regional Memorandum

QUALITY ASSURANCE OF LOCALLY DEVELOPED LEARNING RESOURCES FOR ALTERNATIVE LEARNING SYSTEM (A & E AND LIVELIHOOD COURSES)

To **All Schools Division Superintendents**

1. In relation to the on-going development of locally developed learning resources for Alternative Learning System (A & E and Livelihood Courses), this Office through the Curriculum and Learning Management Division (CLMD) will conduct the **Quality Assurance of Locally Developed Learning Resources for Alternative Learning System (A & E and Livelihood Courses)** on September 1-8, 2021 via Google Meet.
2. To prepare for this activity, there will be a **virtual coordination meeting** among Facilitators on **August 30, 2021** from 8:00 in the morning until 12:00 noon. Meeting link will be sent to the registered DepEd email of the facilitators.
3. Matrix of the activity is indicated in Enclosure 1. Facilitators from the SDOs and Participant-Evaluators to this activity are listed in Enclosure 2. Meanwhile, Terms of Reference is indicated in Enclosure 3.
4. Sending representatives or replacement to this activity is highly discouraged.
5. Internet allowances of the participants may be charged against school fund/school MOOE.
6. For clarifications and queries, contact **ELAINE T. BALAOGAN**, Education Program Supervisor, In-Charge of ALS, **EUGENE RAY F. SANTOS**, Education Program Supervisor, In-Charge of Senior High School, **VIRGILIO O. GUEVARRA, JR.**, Education Program Supervisor, In-Charge of Technical-Vocational and Livelihood, and **RAMONITO O. ELUMBARING** and **RIECON C. CONDES**, Regional Coordinators of Learning Resource Management, In-Charge of Learning Resource Management at (02) 8681-7249 local 420.
7. Immediate dissemination of this Memorandum is desired.


FRANCIS CESAR B. BRINGAS
Regional Director

clmd/erfs/vog/etb/roe/rcc

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Enclosure 1

QUALITY ASSURANCE OF LOCALLY DEVELOPED LEARNING RESOURCES FOR ALTERNATIVE LEARNING SYSTEM (A & E AND LIVELIHOOD COURSES)
MATRIX OF ACTIVITIES

DATE / TIME	Day 1 September 1, 2021	Day 2 September 2, 2021	Day 3 September 3, 2021	Day 4-5 September 4-5, 2021	Day 6 September 6, 2021	Day 7 September 7, 2021	Day 8 September 8, 2021
	Self-Face/Independent Workshop						
8:00-8:15	Opening Program c/o CLMD Personnel	Management of Learning	Management of Learning	Management of Learning	Management of Learning	Management of Learning c/o Cavite & Laguna Clusters	Management of Learning c/o Balangas, Rizal and Quezon Clusters
8:16-10:00	Plenary Session 1 Policy Guidelines and Standards of Self- Learning Materials Ramonilo O. Elumbaring	Week 1	Week 3	Week 5	Week 7	Illustration and Lay-out Review	Presentation of Outputs and Giving of Feedback
10:01-10:30	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break
10:30-12:00	Plenary Session 2 The I-D-E-A Instructional Design: Its Translation and Execution in the SLM's Phillips T. Monterola	Cont. of Week 1	Cont. of Week 3	Cont. of Week 5	Cont. of Week 7	Finalization of Lay-out	Uploading of Refined Version of Learning Resources
12:01-1:00	Lunch Break	Lunch Break	Lunch Break	Lunch Break	Lunch Break	Lunch Break	Lunch Break
1:01-2:30	Briefing	Week 2	Week 4	Week 6	Week 8	Viewing and Critiquing of Final Copy	Closing Program and Awarding Ceremonies
2:31-3:00	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break	
3:01-5:00	Question and Answer	Cont. of Week 2	Cont. of Week 4	Cont. of Week 6	Cont. of Week 8	Viewing and Critiquing of Final Copy	
Minute Takers	Eugene Ray Santos	*will be facilitated through online forms					Eugene Ray Santos
Facilitators	Virgilio Guevarra						Virgilio Guevarra
Expected Outputs	(a) Learning Resource Review Form	Quality Assured Week 1&2	Quality Assured Week 3&4	Quality Assured Week 5&6	Quality Assured Week 7&8	Google Drive with complete Learning Resources	Ready to Print SLM's



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**QUALITY ASSURANCE OF LOCALLY DEVELOPED LEARNING RESOURCES FOR
ALTERNATIVE LEARNING SYSTEM (A & E AND LIVELIHOOD COURSES)**

LIST OF PARTICIPANTS

CLMD Personnel	
Name	Position
1. Job S. Zape, Jr.	Chief
2. Elaine T. Balaogan	Education Program Supervisor
3. Jhonathan S. Cadavido	Education Program Supervisor
4. Eugene Ray F. Santos	Education Program Supervisor
5. Virgilio O. Guevarra, Jr.	Education Program Supervisor
6. Philips T. Monterola	Regional Coordinator- ESP
7. Ramonito O. Elumbaring	Regional Coordinator
8. Eric V. Mornaol	Regional Coordinator
9. Bernadette A. Condes	Regional Coordinator
10. Reicon C. Condes	Regional Coordinator
11. Fe M. Ong-ongowan	Regional Librarian
12. Lhovie A. Cauilan	Teaching Aid Specialist
13. Ephraim L. Gibas	Computer Maintenance Technologist

Facilitators from the SDO's

Strand/Learning Area to Facilitate QA	Facilitators	Position	SDO
ABM	Herman A. Catapang	EPS-Mathematics/SHS Focal Person -Curriculum	Batangas City
	Juanito Merle	PSDS/ Division SHS Focal Person	Quezon
HumSS	Erma S. Valenzuela	EPS	Laguna
	Ronald V. Ramilo	EPS - LRMS/Division SHS Coordinator	Tanauan City
	Leylanie V. Adao	EPS-LRMDS & SHS Focal Person	Dasmariñas City
	Julieta R. De Jesus	EPS-English - Division SHS Coordinator	Bacoor City
STEM	Jerome A. Chavez	EPS/SHS	Tayabas City
	Albert T. Saul	PSDS/Senior HS Coordinator	San Pablo City
	Maricel P. Malabanan	EPS - Science / Division SHS Coordinator	General Trias City
Applied Courses	Ma. Consolacion V. Teñido	PSDS/ Division SHS Focal Person	Lucena City
	Darwin D. Bargo	EPS-EsP, Division SHS Coordinator	Antipolo City
	Ma. Leticia Jose C. Basilan	EPS	Batangas Province
Sports Track	Merle B. Lopez	PSDS/Division SHS Coordinator	Rizal
	Nimcy Ortiz	PSDS/ Division SHS Coordinator	Cabuyao City
	Ricardo David III	Division SHS Coordinator	Imus City
Arts & Design Track	Maribeth C. Rieta	EPS-FILIPINO-Div SHS Coord	Cavite Province



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	Lani A. Alonte	EPS-EPP/TLE/TVL, SHS Coor, ALS Focal Person	Binan City
	Madelaine F. Gatchalian	EPS	Cavite City
Technical- Vocational- Livelihood	Cristeta M Arcos	EPS-LRMDS & SHS Focal Person	Calamba City
	Ferdinand T. Glor	EPS	Quezon
	Maricel S. Saguinsin	EPS- SGOD/SHS Coordinator	Sta. Rosa City
	Edilberto O. Mercado	EPS	Lipa City
	Joel Salazar	EPS	Dasmariñas City
	Louie Fullego	EPS	Tayabas City
	Aurea Ocon	EPS	Batangas City
	Jeffrey C. Erni	EPS	Rizal Province

Participants from the SDO's

Track/Strand	Learning Areas	Name of Evaluator	School	SDO
Specialized ABM Courses	1. Organization and Management	Bonifacio Cabidog Poblete III	Teresa National High School	Rizal Province
	2. Fundamentals of ABM 1	Ma. Wendyrica G. Bañares	San Mateo Senior High School	Rizal Province
	3. Fundamentals of ABM 2	Hanelle T. Evangelista	Cainta Senior High School	Rizal Province
	4. Business Mathematics	Mary Ann L. Anitohin	Tanay-Sampaloc Integrated National High School	Rizal Province
	5. Applied Economics	Amelia Jojimar O. Diñoza	Tanay-Sampaloc Integrated National High School	Rizal Province
	6. Business Ethics and Social Responsibilities	Ma. Angelica S. Padin	Cardona Senior High School	Rizal Province
	7. Principles of Marketing	Angela R. Agas	Don Jose M. Ynares Sr. Memorial National High School	Rizal Province
	8. Business Finance	Edmer M. Constantino	San Jose-Litex Senior High School	Rizal Province
Specialized HumSS Courses	1. Creative Non-fiction Writing	Anabelle E. Peralta	Morong National High School	Rizal Province
	2. Creative Writing/Malikhain Pagsulat	Hazel Angelyn E. Tesoro	Baras Senior High School	Rizal Province
	3. Disciplines and Ideas in Social Sciences	Ena Josel Portillo-San Miguel	Morong National High School	Rizal Province
	4. Disciplines and Ideas in the Applied Social Sciences	Mary Grace C. Talavera	Tanay Senior High School	Rizal Province
	5. Trends, Network and Critical	Ma. Queencita M. Realingo	Alangilan Senior High School	Batangas City



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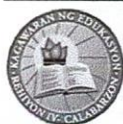
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	Thinking in the 21st Century Culture			
	6. Introduction to World Religion and Belief Systems	Blessie D. Arabe	Alangilan Senior High School	Batangas City
	7. Philippine Politics and Governance	Cenona C. Arroyo	Cardona Senior High School	Rizal Province
	8 Community Engagement, Solidarity and Citizenship	Jomari J. Del Mundo	Morong National High School	Rizal Province
	9. Culminating Activity	Catherine U Coles	Silangan National High School	Rizal Province
Specialized STEM Courses	1. Pre-Calculus	Jenneth Reyes	Silangan National High School	Rizal Province
	2. Basic Calculus	Cecilia Andrada	Trece Martires City Senior Hs	Cavite Province
	3. General Biology I	Marites B. Gerpacio	Tanay-Sampaloc Integrated National High School	Rizal Province
	4. General Biology II	Kristel Sj. Canlas	Teresa National High School	Rizal Province
	5. General Chemistry I	Analiza L. Ocbina	Bulihan Integrated National Hs	Cavite Province
	6. General Chemistry II	Corazon I. Panganiban	Gen Vito Belarmino Integrated Hs	Cavite Province
	7. General Physics I	Rowena C. Cumal	Bulihan Integrated National Hs	Cavite Province
	8. General Physics II	Nina P. Espineli	Trece Martires City National Hs	Cavite Province
Specialized Arts and Design Track Courses	1. Apprenticeship and Exploration in the Performing Arts (Music)	Myra T. Bergunio	Sdo Cavite Province	Cavite Province
	1. Apprenticeship and Exploration in the Performing Arts (Dance)	Louie Emi	Tagaytay City Science Hs-Ishts	Cavite Province
	2. Creative Industries I	Marcy J. Reyes	Cavite National High School	Cavite City
	3. Creative Industries II	*TBI		
	4. Integrating Elements and Principles of Organization in the Arts	Roderick C. Tobias	Bcshs Sto. Tomas Campus	Binan City
	5. Developing Filipino Identity in the Arts	Pilita A. Villanueva	Sdo Cavite City	Cavite City
	6. Leadership and Management in Different Arts and Fields	Angela A. Morando	Sdo Binan City	Binan City
	7. Physical and Personal	Mary Joyce M. Portales	Infanta National High School	Quezon Province



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	Development in the Arts			
	8. Production in the Performing Arts	Maribeth C. Rieta	Sdo Cavite Province	Cavite Province
Specialized Sports Track Courses	1. Apprenticeship (Off-Campus)	Kenley L. Demegillo	Governor Guanio Reyes Remulla Senior High School	Imus City
	2. Fitness, Sports and Recreation Leadership			
	3. Sports Officiating and Activity Management	Marianne A.Velasco	Sdo Cabuyao City	Cabuyao City
	4. Fundamentals of Coaching	Marianne A.Velasco	Sdo Cabuyao City	Cabuyao City
	5. Human Movement	Ronah De Guzman	General Juan Castañeda Senior High School	Imus City
	6. Practicum (In-Campus)	*TBI		
	7. Psychosocial Aspects of Sports and Exercise	Niña S. Gache	Gulod National High School Extension And Mamafid Senior Hs	Cabuyao City
	8. Safety and First Aid	Niña S. Gache	Gulod National High School Extension And Mamafid Senior Hs	Cabuyao City
	9.Fitness Testing and Basic Exercise Programming	Arvin John S. Santos	Tanay-Sampaloc Integrated National High School	Rizal Province
Applied Courses	1. Practical Research 1	Maria Monica M. Angeles	Santisimo Rosario Integrated High School	San Pablo City
	2. Practical Research 2	Michelle B. Banca	Santisimo Rosario Integrated High School	San Pablo City
	3. Inquiries, Investigation and Immersion	Albert D. Escuvania	Binan Integrated Nhs	Binan City
	4. Empowerment Technologies	Jensen C. Edos	Pulo Senior High School	Cabuyao City
	5.1 Filipino sa Piling Larang (Akademic)	Frances E. Rinon	Silangan National High School	Rizal Province
	5.2 Filipino sa Piling Larang (Tekbok)	Maria Cristina A. Cruz	Vicente Madrigal National High School	Rizal Province
	5.3 Filipino sa Piling Larang (Sining at Disenyo)	Joan S. Sol	Paliparan National High School	Dasmarinas City
	5.4 Filipino sa Piling Larang (Isports)	Romandie M. Guiveses	Rizal Sports Academy	Rizal Province
	6. English for Academic and Professional Purposes	Ma. Cristina A. Cruz	Vicente Madrigal Integrtaed School	Rizal Province
	7. Entrepreneurship	John Paul Caezar Dr. Parungao	San Mateo Senior High School	Rizal Province



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	Grade 11 And 12 TVL (SHS)			
Specialized TVL Courses	1. Cookery (HE)	Armi N. Tapao	San Mateo Senior High School	Rizal Province
		Evelyn B. Felicia	Cainta Senior High School	Rizal Province
	2. Front Office Services (HE)	Mary Ann L. Ilagan	Senior High School In San Nicholas Iii, Bacoar City	Bacoar City
	3. Plumbing (IA)	Lorenzo Inofre	Gen.Mariano Alvarez Tech School	Cavite Province
		Andres Sabalas	Tanza National Trade School	Cavite Province
	4. Broadband Installation (ICT)	Michael Joseph Lapid	Gen. Mariano Alvarez Tech. School	Cavite Province
	5. Mechatronics Servicing (IA)	Karen Maglal-An	Gen. Mariano Alvarez Tech. School	Cavite Province
		Jonathan P. De Guzman	Gen. Mariano Alvarez Tech. School	Cavite Province
	6. Carpentry (IA)	Atanacio D. Pagkaliwangan	Gen. Mariano Alvarez Tech. School	Cavite Province
		Arnold Mendoza	Gen Mariano Alvarez Tech. School	Cavite Province
		Belen Sabalas	Tanza National Trade School	Cavite Province
		Liezel O. Alemania	Langkaan National High School	Dasmariñas City
	7. Tourism Promotion Services (HE)	Dennis T. Deseo	Luis Y. Ferrer Jr. Senior High School	General Trias City
		Stephen B. Manongsong	Bcshs San Antonio Campus	Binan City
		Vivian R. Prado	Antipolo City Senior High School	Antipolo City
	8. EPAS (IA)	Christopher A. Paraoan	Pulo National High School	Cabuyao City
		Darrel S. Culla	Cavite National High School	Cavite City
	9. Events Management (HE)	Rosalie P. Lujero	Luis Y. Ferrer Jr. Senior High School	General Trias City
		Divina Tumbaga	Gov. Ferrer Memorial National High School - Main	General Trias City
	10. Contact Center Services (ICT)	Cristina D. Go	Imus National High School	Imus City
		Melanie T. Ulit	Imus National High School	Imus City
	11. Wellness Massage (HE)	Glenna T. Fernandez	San Mateo Senior High School	Rizal Province
	12. Tailoring (HE)	Jovita B. Tobias	St. Francis Integrated Nhs	Binan City
		Jocelyn J. Morales	Binan Integrated Nhs	Binan City
	13. Dressmaking (HE)	Olivia M. Hibaya	Jacobo Z. Gonzales Memorial Nhs	Binan City
		Lilibeth A. Villanueva	Jacobo Z. Gonzales Memorial Nhs	Binan City
	14. Food and Beverage Services (HE)	Menerva A. Bonza	Cabuyao Integrated National High School	Cabuyao City
		Rachel Jasmin R. Tabujara	Silangan National High School	Rizal Province



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	Jasmin D. Hongerla	Cabuyao Integrated National High School	Cabuyao City
15. Travel Services (HE)	Luzviminda O. Oblea	Bigaa Integrated National High School	Cabuyao City
16. Hairdressing (HE)	Delsife D. Canta	Calamba Bayside Integrated School	Calamba City
	Ma. Cristina C. Razon	Calamba Bayside Integrated School	Calamba City
17. Technical Drafting (ICT)	Arnel D. Mangilin	Calumpang National High School	Laguna Province
	Mark Anthony S. Paloma	Pedro Guevara Memorial Nhs	Laguna Province
18. Illustration (ICT)	Lizette B. Mangilin	Calumpang National High School	Laguna Province
	Marissa P. Agdong	Taytay Senior High School	Rizal Province
19. Pest Management (AFA)	Brenda M. Dela Rosa	Siniloan Integrated National High School	Laguna Province
	Alvin B. Salazar	Santisimo Rosario Integrated High School	San Pablo City
20. Bread and Pastry Production (HE)	Dianne R. Natividad	Baras Senior High School	Rizal Province
21. House Keeping (HE)	Aurea P. Ocon	Sdo-Batangas City	Batangas City
22. Handicraft (Basketry, Macrame) (HE)	Randy F. Falculan	Pinagkawitan Integrated National High School	Lipa City
	Jonathan R. Carandang	Lipa City National High School	Lipa City
	Remy L. Untalan	Inosloban-Marawoy Integrated National High School	Lipa City
23. SMAW (IA)	Evan Jared L. Galvez	Catalino D. Salazar Nhs - Senior High School	Batangas City
	Anthony Bert G. Mendoza	Unisan Integrated High School	Quezon Province
24. Poultry Production (AFA)	Rully P. Delos Poyos	Tanay National High School	Rizal Province
	Lilia M. Tibay, Ed D	Bagumbong National High School	Rizal Province
25. Swine Production (AFA)	Maria Teresa Tibon	Pantay Integrated High School	Rizal Province
	Juvy P. Gomez	Pantay Integrated High School	Rizal Province
26. Landscape Installation (AFA)	Rey G. Aleman	Mayao Parada Agricultural Integrated High School	Lucena City
	Nieves G. Pacala	Cotta National High School	Lucena City
27. Organic Agriculture (AFA)	Gloria M. Licas	Unisan Integrated High School	Quezon Province
	Barbara S. Magbuhos	Cabay Nayional High School	Quezon Province
28. Animation (ICT)	Luningning R. Mendoza	Talipan National High School	Quezon Province
	Luningning R. Mendoza	Talipan National High School	Quezon Province



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		Bernadette R. Bulawan	Vicente Madrigal Integrated School	Rizal Province
	29. Nail Care (HE)	Gener De Los Reyes	Luis Palad Integrated High School	Tayabas City
	30. EIM (IA)	Ruel D. Cerdeña	Catalino D. Salazar National High School-Senior High School	Rizal Province
		Joanne G. Punongbayan	Paliparan National High School	Dasmariñas City
		Raquel G. Virtucio	San Mateo Senior High School	Rizal Province
		Mark S. Yeri	Langkaan National High School	Dasmariñas City
TLE 7/8 Components	1. Plumbing (IA)	Rodolfo M. Gonzales	Marcelino M. Santos National High School	Antipolo City
	4. Events Management (HE)	Patrick A. Palomeras	Old Boso Boso National High School	Antipolo City
	5. Broadband Installation (IA)	Eloisa M. Anorico Ph D	Tanay National High School	Rizal Province
	6. Contact Center Services (ICT)	Jose S. Hilario	San Jose National High School	Antipolo City
	7. Wellness Massage (HE)	Carolyn S. Vestidas	San Jose National High School	Antipolo City
	8. Tailoring (HE)			
	9. Food and Beverage Services (HE)	Sharon Ann L. Pagulayan	San Isidro National High School	Antipolo City
	10. Travel Services (HE)	Elvira M. Borleo	Jose F. Diaz Memorial National High School	Rizal Province
	11. Hairdressing (HE)	Rowena V. Buñag	Sdo Rizal	Rizal Province
	12. Technical Drafting (ICT)	Mark Terry Miraña	San Isidro National High School	Antipolo City
	13. Illustration (ICT)	Walter C. Cristobal	Ampid National High School	Rizal Province
	15. Bread and Pastry Production (HE)	Ma. Elisa O. Eden	Balibago Integrated High School	Sta. Rosa City
	16. Housekeeping (HE)	Sharon Ann L. Pagulayan	San Isidro National High School	Antipolo City
	17. SMAW (IA)	Johmar C. Robles	Morong National High School	Rizal Province
	18. Poultry Production (AFA)	Norilyn R. Llagas, Ph D	Tanay North National High School	Rizal Province
	19. Swine Production (AFA)	Ernie M. Escayde	San Jose Litex Senior High School	Rizal Province
	20. Landscape Installation (AFA)	Marivic G. Velgado	SDO Rizal	Rizal Province
	21. Organic Agriculture (AFA)	Rick Raymond R. Sacueza	Paliparan National High School	Dasmariñas City
	22. Animation (ICT)	Marites P. Balderian	Don Jose M. Ynares Sr. Memorial National High School	Rizal Province
	23. EIM (IA)	Amel C. Anonical	Tanay National High School	Rizal Province
	24. CSS (ICT)	Jennifer H. Caño	San Mateo Senior High School	Rizal Province



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		Rochelle Z. Valdulla	San Mateo Senior High School	Rizal Province
	25. Entrepreneurship	John Paul Caezar Parungao	San Mateo Senior High School	Rizal Province
	26. Bread and Pastry Production (HE)	Josephine B. Dela Cuesta	Cardona Senior High School	Rizal Province



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Enclosure 3

Terms of Reference

The Learning Resource Management Team shall be responsible for the entire conduct of the activity from venue to the logistics needed:

The **Integration Workshop Focal Persons** shall:

- craft the proposal, memorandum, and RBA;
- coordinate with the workshop venue management and prepare the contract for the event;
- coordinate with the Supplies Officer for the supplied needed;
- conduct meetings with the facilitator;
- lead the review and evaluation of the presentation to be used for the activity;
- oversee the conduct of the activity;
- provide workshop templates, initial points for the refinement of the SLMS, and pointers in the development of LAS; and
- lead the team for the conduct of debriefing sessions.

The **Regional Secretariat** shall:

- prepare the completion report;
- request preparation of contract and supplies;
- prepare the room listing;
- coordinate with the moderator regarding the materials needed for the workshop and the documents that needed to be accomplished daily;
- prepare the documents needed for liquidation;
- prepare and print certificates of recognition, participation, and appearance; and
- submit the needed requirements to respective functional divisions after the conduct of the activity.

The **Facilitator** shall:

- lead the MOL;
- introduce the guests;
- lead the FGD;
- provide instructions and inputs during the workshop;
- facilitate the collection and presentation of outputs;
- give the synthesis;
- ensure maximum participation of the participants; and
- address all concerns of the day (i.e., health, food restrictions, accommodation, etc.).

The **Minute Taker** shall:

- document agreements, issues, concerns, and important activities, that happened during the workshop.

The **Participants** shall:

- participate actively during the activity;
- produce the needed outputs/ deliverables relative to the objective of the activity;
- submit all the target outputs on time; and
- be responsible and accountable on the outputs to be submitted.

The **Regional Learning Area Supervisors/Coordinators** shall:

- ensure the quality of the outputs/ deliverables to be submitted relative to the objective of the activity;
- facilitate the FGD among the participants in their respective learning area;
- provide directions on the quality of the refined SLMS;
- lead the learning area participants in the development and quality assurance of the target outputs/ deliverables; and
- ensure that the outputs are camera-ready for printing.



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