



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



24 September 2021

Regional Memorandum

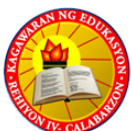
**LOCK-IN WORKSHOP ON THE FINALIZATION OF THE QUALITY ASSURED
OF KEY STAGES 1-3 SELF-LEARNING MODULES (SLMs) FOR QUARTER 2**

To **Schools Division Superintendents**

1. To ensure quality of learning materials for Key Stages 1 to 3 Quarter 2 in the region and as part of the LRMS Guidelines and Quality Assurance Process, DepEd Region IV-A CALABARZON, through the Curriculum and Learning Management Division (CLMD) will conduct **Lock-In Workshop on Finalization of the Quality-Assured Key Stages 1-3 Self-Learning Modules (SLMs) for Quarter 2** on September 27 - October 1, 2021 at Sevilla Resort, Quezon.
2. Attendees must be in the venue on or before 7:30 in the morning as the opening program shall start at 8:00 in the morning on September 27.
3. Schools Division Superintendents/ Public Schools District Supervisors / Principals are requested to ferry the participants to and from the venue using government vehicles on the first day and on the last day of the workshop. All IATF and DOH safety and health protocols in place are requested to be complied by all participants in the duration of the activity.
4. Schools Division of Quezon is requested to provide two health personnel on duty daily to provide health services and serve as safety officers.
5. Matrix of the activity is indicated in Enclosure 1, list of participants in Enclosure 2, Terms of Reference in Enclosure 3 and General Specifications Standards in Enclosure 4. Board and Lodging shall be charged to the regional funds subject to existing accounting rules and regulations.
6. In lieu of the services rendered on a weekend, holiday or vacation by all concerned, they shall be entitled for service credits and/or compensatory time-off whichever is applicable.
7. For clarifications and queries, contact **JOB S. ZAPE, JR.**, CLMD Chief and **FE M. ONG-ONGOWAN**, Librarian at (02) 8681-7249 local 420/fe.ongongowan@deped.gov.ph
8. Immediate dissemination of this Memorandum is desired.


FRANCIS CESAR B. BRINGAS
Regional Director

clmd/fmo



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