

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



7 April 2022

Regional Memorandum

**REGIONAL VALIDATION OF SCREENING RESULTS
AND INTERVIEW OF POTENTIAL LEARNING
RESOURCE EVALUATORS**

To : **Schools Division Superintendents**


1. In connection with the Regional Order 557 series 2021, the Department of Education Region IV-A CALABARZON through the Curriculum Learning Management Division (CLMD) and Learning Resource Management Section will conduct a **Regional Validation of Screening Results and Interview of Potential Learning Resource Evaluators** (LREs) on April 20-22, 2022, via google meet.
2. The main objective of this activity is to validate the authenticity of the submitted documents of potential Learning Resource Evaluators from each Schools Division Office and to assess their potential for being Regional LREs through interviews of the Regional Screening and Selection Committee (RSSC).
3. Participants to this activity are the Regional Screening and Selection Committee (RSSC) and the top 5 potential LREs who passed in the Division Screening from each Schools Division Office.
4. Participants are encouraged to register at <https://tinyurl.com/LREsInterValid> using their email account before April 15, 2022. The meeting link shall be sent a day before the validation and interview through the registered email account.
5. The pertinent documents (hard copies) of the top 5 potential LREs (per learning area and per key stage) who passed from the Division Screening and Selection Committee (DSSC) of each Schools Division Office together, with the results of division screening, shall submit to the Regional Learning Resource Management Section (RO-LRMS) on **April 11, 2022, at 5:00pm only**.
6. The **clear scanned copy** of the top 5 LREs' pertinent documents shall be also uploaded in the given google drive link found in enclosure 1.



"EXCELLENCE is a CULTURE and QUALITY is a COMMITMENT"
Trunkline: 02-8682-5773/8684-4914/8647-7487
Website: depedcalabarzon.ph
Document Inquiry : <https://r4a-teadoc.com/inquire>
Facebook: DepEd R-4A Calabarzon

7. The scanned copy of pertinent documents of the top 5 potential LREs from each SDOs shall be in pdf form and follow the assigned filename for specific document found in enclosure 2.
8. Please see the following Enclosures for this activity.

Enclosure No 1 : List of Link in uploading the scanned documents of Potential LREs
Enclosure No 2 : Filename of Specific Document
Enclosure No 3a : Composition of Regional Screening and Selection Committee (RSSC) Kinder to Grade 6
Enclosure No 3b : Composition of Regional Screening and Selection Committee (RSSC) Grade 7 to 10
9. For more inquiries, you may contact **Mr. JOB S. ZAPE, Jr.** Chief Education Supervisor at (02) 647-7487 or **Mr. ROMYR L. LAZO**, Education Program Supervisor -LRMS at 091966-55-070 or via email at romyr.lazo001@deped.gov.ph
10. Immediate dissemination of this Memorandum is desired.


FRANCIS CESAR B. BRINGAS
Regional Director 

LRMS-RSLazo

Enclosure No. 1

Name of SDOs	Assigned Google Drive Link for Scanned Documents of Potential Learning Resource Evaluators
SDO Antipolo City	https://tinyurl.com/AntipoloLREsDoc
SDO Bacoar City	https://tinyurl.com/BacoarLREsDoc
SDO Batangas City	https://tinyurl.com/BtngasCityLREsDoc
SDO Batangas Province	https://tinyurl.com/BtngasProvLREsDoc
SDO Binan City	https://tinyurl.com/BinanLREsDoc
SDO Cabuyao City	https://tinyurl.com/CabuyaoLREsDoc
SDO Calamba City	https://tinyurl.com/CalambaLREsDoc
SDO Cavite City	https://tinyurl.com/CaviteCityLREsDoc
SDO Cavite Province	https://tinyurl.com/CaviteProvLREsDoc
SDO Dasmariñas	https://tinyurl.com/DasmaLREsDoc
SDO General Trias City	https://tinyurl.com/GenTriLREsDoc
SDO Imus City	https://tinyurl.com/ImusCityLREsDoc
SDO Laguna Province	https://tinyurl.com/LagunaProvLREsDoc
SDO Lucena City	https://tinyurl.com/LucenaCityLREsDoc
SDO Lipa City	https://tinyurl.com/LipaLREsDoc
SDO Quezon Province	https://tinyurl.com/QuezonProvLREsDoc
SDO Rizal Province	https://tinyurl.com/RizalProvLREsDoc
SDO San Pablo City	https://tinyurl.com/SanPabloLREsDoc
SDO Sta. Rosa City	https://tinyurl.com/StaRosaCityLREsDoc
SDO San Pedro City	https://tinyurl.com/SanPedroLREsDoc
SDO Tanauan City	https://tinyurl.com/TanauanCityLREsDoc
SDO Tayabas City	https://tinyurl.com/TayabasCityLREsDoc

Enclosure No. 2

Document	Assigned Filename (pdf format)
Letter of Intent	SDO_Lastname_SubjectArea_LOI
LR Personal Data Sheet	SDO_Lastname_SubjectArea_PDS
Service Record	SDO_Lastname_SubjectArea_SR
Certificate of Employment (if available)	SDO_Lastname_SubjectArea_COE
Transcript of Records (Bachelor, Master's and Doctoral Degree	SDO_Lastname_SubjectArea_TOR
Diploma (if available)	SDO_Lastname_SubjectArea_DIPLOMA
Certification of Complete Academic Requirements (CAR) if available	SDO_Lastname_SubjectArea_CARCERT
Published and unpublished LRs and Textbooks	SDO_Lastname_SubjectArea_LRTXCERT
Certificate as Writer, Evaluator, Editor and Proofreader	SDO_Lastname_SubjectArea_WEEPCERT
Certificate of Resource Speaker, Consultant, Discussant and serve as Coach	SDO_Lastname_SubjectArea_RSCERT
Specialized Trainings and Workshop	SDO_Lastname_SubjectArea_SPTCERT
Relevant Trainings	SDO_Lastname_SubjectArea_RTCERT

Enclosure No. 3a

**Composition of Regional Screening and Selection Committee- RSSC
Kinder, Grade 1 to VI**

Learning Area	Regional Screening and Selection Committee (RSSC)	Position and Office
Kindergarten	Dianne Catherine T. Antonio	EPS- Regional Office
	RowelaCaperina	EPS- Lucena City
	Michael Acuna	EPS- Bacoar City
Filipino	Ellaine T. Balaogan	EPS- Regional Office
	Demetrio B. Bautista	EPS- Batangas City
	Mildred I. Lontok	
English	Eugene Ray F. Santos	EPS -Regional Office
Mathematics	Marvelino M. Niem	EPS - Regional Office
	Elizabeth R. Tolentino	EPS – Batangas Province
	Miriam M. Pia	SP-II – Tanauan City
Science	Marvelino M. Niem	EPS – Regional Office
	Rowena D. Cabanding	EPS – Batangas City
	Dennis Masangkay	EPS – Tanauan City
AralingPanlipunan	Emelia P. Crescini	EPS - Regional Office
	Maribeth G Herrero	EPS - Cabuyao City
	Vilma M. Perona	SP-II – San Pablo City
ESP/SPED	Philips T. Monterola	ESP/SPED Coordinator - RO
	Nida S. Tagalang	EPS- Sta. Rosa City
	Edita Olan	EPS- Lipa City
EPP/TLE	Virgilio O. Guevarra, Jr.	EPS - Regional Office
	Randy L. Palestina	EPS – Lipa City
	Aurea P. Ocon	EPS – Batangas City
Music and Arts	Gelsie M. Garrido	EPS – Regional Office
	Arthur M. Julian	MT-1 – Rizal Province
	Ma. Honeylet A. Capulong	EPS – Cavite City
PE and Health	Gelsie M. Garrido	MAPEH Coordinator - RO
	Kristine P. Cinco	EPS- Lipa City
	Angela A. Morando	EPS – Binan City

Chairperson: **Job S. Zape, Jr.**
Chief Education Supervisor

Co-Chairperson: **Romyr L. Lazo**
Education Program Supervisor – LRMS

Secretariat: **Lhovie A. Cauilan**
Teaching Aid Specialist

Redgynn A. Bernales
Administrative Assistant II

Enclosure No. 3b

**Composition of Regional Screening and Selection Committee- RSSC
Grade 7 to 10/Senior High**

Learning Area	Regional Screening and Selection Committee (RSSC)	Position and Office
Filipino	Dianne Catherine T. Antonio	EPS- Regional Office
	Arnaldo O. Estareja	EPS- General Trias City
	Maribeth Rieta	EPS- Cavite Province
English/Senior High	Eugene Ray F. Santos	EPS -Regional Office
Mathematics	Marvelino M. Niem	EPS - Regional Office
	Jerome A. Chavez	EPS – Tayabas City
	Dennis E. Ibarrola	SP-I – Lucena City
Science	Marvelino M. Niem	EPS – Regional Office
	Rochelle S. Baletete	ESP – Imus City
	Robert John D. Dela Cruz	ESP – Rizal Province
AralingPanlipunan	Emelia P. Crescini	EPS - Regional Office
	Romeo S. Fule	EPS – San Pablo City
	Albert D. Roderos	SP-I – Imus City
ESP/SPED	Philips T. Monterola	ESP/SPED Coordinator - RO
	Ramonito O. Elumbaring	MT-II SDO Quezon
EPP/TLE	Virgilio O. Guevarra, Jr.	EPS - Regional Office
	Florinda C. Gagasa	EPS – Tanauan City
	Janelet E. Fuentes	EPS – Lucena City
Music and Arts	Gelsie M. Garrido	MAPEH Coordinator – RO
	Lerma M. Baldonado	EPS – San Pablo City
	Judith P. Clemente	EPS – Laguna Province
PE and Health	Gelsie M. Garrido	MAPEH Coordinator – RO
	Julius Ryan M. Quine	EPS- Tanauan City
	Sherwin C. Quesa	EPS – Tayabas City

Chairperson: **Job S. Zape, Jr.**
Chief Education Supervisor – CLMD

Co-Chairperson: **Romyr L. Lazo**
Education Program Supervisor – LRMS

Secretariat: **Lhovie A. Cauilan**
Teaching Aid Specialist

Redgynn A. Bernales
Administrative Assistant II

Enclosure 4**Terms of Reference**

The following are the roles and responsibilities of the Program Implementers before, during and after the Regional Validation of Results and Interview of Potential Learning Resource Evaluators (LREs).

RSSC Member/EPS

- Check and validate the accuracy of pertinent documents of potential LRE applicants.
- Validate the scores of top 5 potential LRE Applicants per learning area and per key stages from the SDOs based on the Guide on Rating Qualification Standards (**Enclosure 5a**).
- RO EPS per learning area shall lead his/her online RSSC member during the validation and interview proper.
- Prepare interview guide questions based on interview rating sheet for potential LREs before the date of interview and validation. (**Enclosure 8**).
- Interview the top 5 potential Learning Resource Evaluator (LRE) Applicants per learning area and per key stages submitted by the SDOs through online platform.
- Ensure that LRE applicants have no conflict of interest and must reveal personal information if necessary.
- Rate each LRE applicant and accomplish the form using the Qualification Standard Form (**Enclosure 6b**).
- Rate each applicant using the Interview Rating Sheet (**Enclosure 7**).
- Deliberates and decides on the final rating for the minimum qualification standard (MQS) and interview of each applicant.
- Accomplishes the Summary Matrix of Ratings of Potential LREs Based on Qualification Standards (**Enclosure 9**) arrange from highest to lowest.
- Submit the duly accomplished Summary of Matrix of Ratings of LREs and documents of screened and selected LRE applicants who have score of **at least 70points** via online or onsite platform.
- Online validators shall put their e-sign in the accomplished form before submitting it via google drive.

RLREC- Co-Chairperson/EPS-LRMS

- Prepare the planning documents regarding the validation of results and interview of potential LREs.
- Prepare Term of Reference based on the DepEd Memorandum 217 Series 2016.
- Check and ensure the submission of pertinent documents of SDOs potential LREs applicant.
- Assist the Chairperson in facilitation of screening, validation of results and interview of potential LREs from the SDOs.
- Prepare accomplished documents, indorsement letter and completion report regarding the Regional Validation of Results of Potential LREs.
- Submit the accomplished documents of the top 5 qualified LREs for each learning area and per key stages through courier together with the scanned copy of pertinent documents of qualified LREs from the Regional Office.
- Check and validate the sign and e-sign of the validators in the required forms before submitting in the Central Office.
- Safe keeps the documents of all LRE applicants with score of at least 50 points based on the MQS.

RLREC- Chairperson/CLMD Chief

- Lead and manage the screening, validation of results and interview of potential LREs from the SDOs.
- Verify and check the regional validation and interview results of qualified LREs.

Regional Secretariat/Admin Assistant II

- Check the online submission of scanned pertinent documents of potential LREs from the SDOs.
- Sort the scanned pertinent documents of top 5 potential LREs per learning area and per key stages.
- Receive the hard copies of pertinent documents of Top 5 potential LREs submitted by the SDOs before the set deadline.
- Prepare the access link and google drive folder of per learning area submission of validation results of qualified LREs form the RSSC.
- Assist the RSSC in terms of access link and forms to be accomplished during the online validation and interview.

Regional Secretariat /Teaching Aid Specialist

- Prepare the power-point presentation to be used during the preliminary activity of the actual per learning area validation and interview.
- Serve as emcee/master of ceremony during the online preliminary activity of validation and interview.
- Assist the RSSC in terms of access link and forms to be accomplished during the online validation and interview.
- Assist the LR Supervisor in accomplishment of forms and completion reports.
- Ensure the submission of regional validation results (signed form and summary form) from each of the Regional Screening and Selection Committee (RSSC).

MATRIX OF ACTIVITIES

Regional Validation of Results and Interview of Potential Learning Resource Evaluators (LREs)

TIME	DAY 1 (April 20, 2022, Wednesday)	Day 2 (April 21, 2022, Thursday)	Day 3 (April 22, 2022, Friday)
1:00 to 1:40	Opening Program Prayer Singing of Nationalistic Song CALABARZON March Presentation of Participants Message – Assistant Regional Director	Continuation of Validation and Interview Proper by the Regional Screening and Selection Committee (RSSC) per Learning Area.	Continuation Validation and Interview Proper by the Regional Screening and Selection Committee (RSSC) per Learning Area
1:40 to 2:30	Orientation on the Program		
	Break Out Session per Learning Area Online Validation and Interview		
2: 30 to 5:00	Validation and Interview Proper by the Regional Screening and Selection Committee (RSSC) per Learning Area.		
Expected Output	Accomplish the Interview Rating Sheet (Enclosure 7)	Accomplish the Interview Rating Sheet (Enclosure 7)	Accomplish the Summary Matrix of Ratings of Potential LREs Based on MQS (Enclosure 9) arrange from highest to lowest. At least 70 points.
Person In-charge during the Breakout Session	RO – Learning Area Supervisor	RO – Learning Area Supervisor	RO – Learning Area Supervisor