Regional Memorandum
No. 663 s. 2022

WORKSHOP ON THE QUALITY ASSURANCE OF SDO CONTEXTUALIZED LEARNING RESOURCES USED FOR THE LEARNING RECOVERY PLAN (LRP)

To: Schools Division Superintendents

1. In support of the implementation of the learning recovery plan, DepEd Region IV-A thru the Curriculum and Learning Management Division with the Learning Resource Management Section will conduct the Workshop on the Quality Assurance of SDO Contextualized Learning Resources Used for Learning Recovery Plan on November 21 to 25, 2022 (Asynchronous) and November 23-25, 2022 (Face to Face) at a venue to be announced in a separate memorandum.

2. The said activity aims to ensure that SDO contextualized learning resources or DepEd-developed learning resources used for the learning recovery plan are free from errors, intellectual property rights, and social content issues and aligned for intervention and remediation to address the learning gaps brought by the modular modality of learning for almost two years due to limited face to face classes.

3. The participants in this activity are CLMD-LRMS Personnel, Division LR Supervisors, SEPS, PDO, and Librarian (F2F) while the trained Learning Resources Evaluators (LREs) will attend asynchronously. Face-to-face participants shall confirm their attendance on or before November 15, 2022, using the link https://tinyurl.com/Learning-Resources-QA.

4. F2F participants are expected to be at the venue on November 23-25, 2022, at 7:00 AM and advise bringing their own laptops and extension wires. Travel expenses and other expenses of the participants relative to the conduct of the activity shall be charged against local funds subject to the usual government accounting and auditing rules and regulations while expenses for food and accommodation shall be charged from the Regional Office fund.

5. The following documents are enclosed for reference:

Enclosure 1 - Allocation of Face-to-Face Participants
Enclosure 2 - List of Learning Resources Evaluators
Enclosure 3 - Process Flow on the Quality Assurance of SDO Developed/Contextualized Learning Resources

Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone Nos.: 02-8682-5773/8684-4914/8647-7487
Email Address: region4a@ deped.gov.ph
Website: depedcalabarzon.ph
Enclosure 4 - Program Matrix / Important Schedule of Activity
Enclosure 5 - Requirements for the Exhibit of SDO Developed and Contextualized Learning Resources
Enclosure 6 - Technical Working Group
Enclosure 7 - Terms of Reference

6. For clarification and further inquiries, you may contact Dianne Catherine T. Antonio, EPS-KRA 3 Focal, and Job S. Zape, Jr., CLMD Chief Education Supervisor, at (02) 8681-7249 local 420.

7. Immediate and widest dissemination of this Memorandum is desired.

ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

clmldlrmsdcta
Enclosure 1

Workshop on the Quality Assurance of SDO Contextualized Learning Resources Used for the Learning Recovery Plan

Allocation of Face-to-Face Participants
November 23-25, 2022

<table>
<thead>
<tr>
<th>SDO</th>
<th>Number of Participants</th>
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<td>TANAUAN CITY</td>
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## Enclosure 2

### List of Learning Resources Evaluators

(Asynchronous)

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<thead>
<tr>
<th>Content Evaluator Reviewer</th>
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<th>Language Evaluator/Reviewer</th>
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<td><strong>KEY STAGE 1</strong></td>
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<td>Math</td>
<td>Maria Leilane E. Bernabe</td>
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<td>3</td>
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**KEY STAGE 4**

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<td>Regicelle D. Cabayas</td>
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<td>Sports</td>
<td>Alma Teresa A. Corpuz</td>
<td>Bacoor City</td>
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</table>
Enclosure 3

Process Flow on the Quality Assurance of SDO Developed/Contextualized Learning Resources

start

Orientation on the LR Standards, Tools, Forms and Curriculum Standard

Review and evaluation of contextualized LRs (QA Team/LREs)

Give the final recommendations. (RO-Learning Area EPS)

Submit the required documents to the Focal/LR-EPS

Prepare the database of QA Results

Final Review and approval of the Chief

Compliance

YES

Recommended for distribution/production and utilization

NO

Return to SDO/Development Team for implementation of suggestions and corrections

Individual Evaluation

Team Evaluation

Accomplished Summary of Findings, Corrections, and Review Form

For Major Revision

For Minor Revision
# Program Matrix A

## Workshop on the Quality Assurance of SDO Contextualized Learning Resources Used for the Learning Recovery Plan

**ASYNCHRONOUS ACTIVITY**

November 21-25, 2022

<table>
<thead>
<tr>
<th>Time</th>
<th>Day 1</th>
<th>Day 2</th>
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<td></td>
<td>November 21, 2022</td>
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<td>November 24, 2022</td>
<td>November 25, 2022</td>
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<tr>
<td>7:00 AM to 8:00 AM</td>
<td>Planning of the TWGs, Setting of Directions, and Briefing</td>
<td>Continuation of Review of SDO Contextualized Learning Resources per learning area and per key stages (Team, Evaluation)</td>
<td>Continuation of Review of SDO Contextualized Learning Resources per learning area and per key stages (Team, Evaluation)</td>
<td>Continuation of Review of SDO Contextualized Learning Resources per learning area and per key stages (Team, Evaluation)</td>
<td>Continuation of Review of SDO Contextualized Learning Resources per learning area and per key stages (Team, Evaluation)</td>
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<tr>
<td>8:01 AM to 9:00 AM</td>
<td>Orientation of Learning Resources Standards</td>
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<td>9:01 AM to 10:00 AM</td>
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<td>10:01 AM to 11:00 AM</td>
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<tr>
<td>11:01 AM to 12:00 PM</td>
<td>Orientation of Learning Resources Standards</td>
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<td></td>
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<td>Finalization and Decision of Team Evaluation Result Accomplishment of Summary of Findings, Corrections, and Review Form</td>
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<tr>
<td>12:01 PM to 12:59 PM</td>
<td>Orientation of the curriculum and pedagogical requirements (Learning Area Supervisor)</td>
<td>Review of SDO Contextualized Learning Resources per learning area and per key stages (Individual Evaluation)</td>
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<td>4:01 PM to 5:00 PM</td>
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**Expected Output**

1 Quality Assured LR per learning area and per key stage

**Expected Documents**

Accomplished Individual and Team Evaluation Forms per LR Accomplished Summary of Findings, Corrections, and Review Form
| LR EPS In-Charge/RO EPS | Kindergarten –  
Feliz A. Tayao, LR-EPS, SDO Imus City  
Dianne Catherine T. Antonio, RO EPS | Araling Panlipunan –  
Evelyn De Castro, LR-EPS, SDO Biñan City  
Marigen N. Leosala, LR-EPS, SDO Sta Rosa City  
Emelia P. Crescini, RO EPS |
|---|---|---|
| MTB-MLE –  
Fe M. Fallurin, LR-EPS, SDO Batangas City  
Hilarion B. Alcantara, LR-EPS, SDO San Pedro  
Elaine T. Balaogan, RO EPS | MAPEH –  
Alexander M. Morron, LR-EPS, SDO Bacoor City  
Henry P. Contemplacion, LR-EPS, SDO San Pablo City  
Gelsie M. Garrido, Regional Coordinator |
| Filipino –  
Priscilla V. Salo, LR-EPS, SDO Antipolo  
Leylanie V. Adao, LR-EPS, SDO Dasmariñas City  
Dianne Catherine T. Antonio, RO EPS | Science –  
Marissa O. Aguirre, LR-EPS, SDO Cavite City  
Jee-Ann O. Borines, LR-EPS, SDO Quezon Province  
Marvelino M. Niem, RO EPS |
| English –  
Noel Ortega, LR-EPS, SDO Cavite Province  
Ma. Criscel Negosa, LR-EPS, SDO General Trias City  
Eugene Ray F. Santos, RO EPS | EPP / TLE –  
Anicia J. Villaruel, LR-EPS, SDO Lucena City  
Jackie Lou Almira, LR-EPS, SDO Cabuyao City  
Virgilio O. Guevarra, Jr., RO EPS |
| Math –  
Rosalinda A. Mendoza, LR-EPS, SDO Batangas Province  
Generosa F. Zubieta, LR-EPS, SDO Tayabas City  
Marvelino M. Niem, RO EPS | ESP –  
Edita Olan, LR-EPS, SDO Lipa City  
Paul Ian Louie Robles, LR-EPS, SDO Rizal Province  
Philips T. Monterola, Regional Coordinator |
# Program Matrix B

## Workshop on the Quality Assurance of SDO Contextualize Learning Resources Used for Learning Recovery Plan

### PROGRAM OF ACTIVITIES

<table>
<thead>
<tr>
<th>DATE / TIME</th>
<th>November 23, 2022</th>
<th>November 24, 2022</th>
<th>November 25, 2022</th>
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<tbody>
<tr>
<td>6:00 AM - 7:59 AM</td>
<td>Breakfast</td>
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<tr>
<td>8:00AM - 9:00 AM</td>
<td>Settling in at the Plenary</td>
<td>The Quality Assurance of DepEd 4A Developed &amp; Contextualized Learning Resources</td>
<td>Management of Learning</td>
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<tr>
<td>9:00 AM - 10:00 AM</td>
<td>Opening Program</td>
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<tr>
<td>10:00 AM - 11:00 AM</td>
<td>The Strategies in Story Book Writing</td>
<td>Setting up of the Booths Ingress of Booths</td>
<td>Closing Program</td>
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<tr>
<td>11:00 AM - 12:00NN</td>
<td>Dr. Janet Pascual</td>
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<tr>
<td>12:01 PM - 1:00 PM</td>
<td>Lunch Break</td>
<td>Lunch Break</td>
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<td>1:00 PM - 2:00 PM</td>
<td>Understanding and Integrating HOTs in LRM</td>
<td>Presentation of Quality Assured Developed and Contextualized Learning Resources (Regional Level) S.Y. 2020-2022</td>
<td>Home Sweet Home</td>
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<td>2:00 PM - 3:00 PM</td>
<td>Atty. Rolando A. Bernales, Ed.D.</td>
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<tr>
<td>3:00 PM - 4:00 PM</td>
<td>Minding IPR in Developing LRM</td>
<td>Egress of Booths Synthesis/Debriefing</td>
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<td>4:00 PM - 5:00 PM</td>
<td>Atty. Rolando A. Bernales, Ed.D.</td>
<td></td>
<td></td>
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<tr>
<td>Officers of the Day</td>
<td>Dianne Catherine T. Antonio EPS</td>
<td>Marvelino M. Niem EFS</td>
<td>Eugene Ray F. Santos</td>
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### Important Schedule of Activities

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<th>Activity</th>
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<tr>
<td>October 24, 2022</td>
<td>Submission of e-copies of SDO Contextualized or Developed Learning Resources used for the Learning Recovery Plan</td>
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<tr>
<td>November 4, 2022 / 10:00 AM</td>
<td>Online Pre-Orientation Program with Trained Learning Resources Evaluators</td>
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<tr>
<td>November 4, 2022 / 2:00 PM</td>
<td>RO-SDO LR Supervisors Online Meeting</td>
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Enclosure 5

Requirements for the Exhibit of SDO Developed and Contextualized Learning Resources

1. Physical Requirements
   A. LRs must be creatively showcased thru audio-visual presentation.
   B. No hardcopy/printed LRs to be showcased in the booth.
   C. Each SDO is free to use any devise/equipment/gadget to showcase their LRs and must prepare a creative A4-size flyer (soft copy) that contains information such as title and metadata.
   D. No tarpaulin is to be used but the backdrop is allowed.
   E. Each booth must have one (1) representative to man the booth during the showcase.
   F. Size: Floor Area 1m x1m, Height Minimum of 2m
   G. Contents:

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<tr>
<th>Type</th>
<th>Target Content</th>
<th>Modality</th>
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<tbody>
<tr>
<td>Learner's Material</td>
<td>Numeracy</td>
<td>Radio/TV Based</td>
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<tr>
<td>Storybook (Big book or small book)</td>
<td>Literacy</td>
<td>Modular</td>
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<tr>
<td>Supplementary materials</td>
<td>Bridging Literacy and Numeracy</td>
<td>Online</td>
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<tr>
<td>Workbooks</td>
<td>Remediation and Enhancement</td>
<td>Blended</td>
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<tr>
<td></td>
<td></td>
<td>Face to face</td>
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</table>

**Target Learners: Visual, Auditory, Reading/Writing, and Kinesthetic Learners**

<table>
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<tr>
<th>Types</th>
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<tr>
<td>Learner's Material</td>
<td>Regular- Cross curricular</td>
<td>Radio/TV Based</td>
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<td>Workbook</td>
<td>connections/thematics</td>
<td>Modular</td>
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<td>Modules</td>
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<td>Multigrade</td>
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</tbody>
</table>

**Target Learners: Readers, Nonreaders, Nonnumerates**

<table>
<thead>
<tr>
<th>Types</th>
<th>Target Content</th>
<th>Modality</th>
</tr>
</thead>
<tbody>
<tr>
<td>Learner's Material</td>
<td>Regular</td>
<td>Radio/TV Based</td>
</tr>
<tr>
<td>Workbook</td>
<td>SPED</td>
<td>Modular</td>
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<tr>
<td>Modules</td>
<td>IP</td>
<td>Online</td>
</tr>
<tr>
<td>Assessment Materials</td>
<td>ALS</td>
<td>Blended</td>
</tr>
<tr>
<td>Enrichment/Bridging</td>
<td>MADRASAH</td>
<td>Face to face</td>
</tr>
<tr>
<td>Materials</td>
<td>Multigrade</td>
<td></td>
</tr>
</tbody>
</table>

**Target Learners: Learners who are not proficient in a certain competency/learners not meeting the standards**

<table>
<thead>
<tr>
<th>Types</th>
<th>Target Content</th>
<th>Modality</th>
</tr>
</thead>
<tbody>
<tr>
<td>Learner's Material</td>
<td>Tracks with corresponding</td>
<td>Radio/TV Based</td>
</tr>
<tr>
<td>Workbook</td>
<td>Strands</td>
<td>Modular</td>
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</tbody>
</table>
2. Layout and Floor Plan of the Booths

Legend:
S01  Antipolo City  S013  Laguna Province
S02  Bacoor City    S014  Lipa City
S03  Batangas City  S015  Lucena City
S04  Batangas Province  S016  Quezon Province
S05  Binan City     S017  Rizal Province
S06  Cabuyao City   S018  Santa Rosa City
S07  Calamba City   S019  San Pablo City
S08  Cavite City    S020  San Pedro City
S09  Cavite Province S021  Tanauan City
S10  Dasmarinas City S022  Tayabas City
S11  General Trias City
S12  Imus City
### Enclosure 6

#### Technical Working Group

<table>
<thead>
<tr>
<th>No.</th>
<th>Regional Technical Working Group</th>
<th>Designation/Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Job S. Zape, Jr.</td>
<td>Chief, Education Supervisor - CLMD</td>
</tr>
<tr>
<td>2</td>
<td>Dianne Catherine T. Antonio</td>
<td>Education Program Supervisor (Kindergarten and Filipino)</td>
</tr>
<tr>
<td>3</td>
<td>Eugene Ray F. Santos</td>
<td>Education Program Supervisor (English and Senior High School)</td>
</tr>
<tr>
<td>4</td>
<td>Marvelino M. Niem</td>
<td>Education Program Supervisor (Mathematics and Science)</td>
</tr>
<tr>
<td>5</td>
<td>Emelia P. Crescini</td>
<td>Education Program Supervisor (Araling Panlipunan)</td>
</tr>
<tr>
<td>6</td>
<td>Virgilio O. Guevarra, Jr.</td>
<td>Education Program Supervisor (TLE)</td>
</tr>
<tr>
<td>7</td>
<td>Elaine T. Balaogan</td>
<td>Education Program Supervisor (MTB-MLE)</td>
</tr>
<tr>
<td>8</td>
<td>Philips T. Monterola</td>
<td>Regional Coordinator (Edukasyon sa Pagpapakato)</td>
</tr>
<tr>
<td>9</td>
<td>Gelsie M. Garrido</td>
<td>Regional Coordinator (MAPEH)</td>
</tr>
<tr>
<td>10</td>
<td>Lhovie A. Caulian</td>
<td>Teaching Aids Specialist – LRMS</td>
</tr>
<tr>
<td>11</td>
<td>Redgynn A. Bernales</td>
<td>Administrative Assistant II-LRMS</td>
</tr>
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#### Division Technical Working Group

<table>
<thead>
<tr>
<th>No.</th>
<th>Designation/Position</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Priscilla V. Salo</td>
</tr>
<tr>
<td>2</td>
<td>Alexander M. Morron</td>
</tr>
<tr>
<td>3</td>
<td>Fe M. Fallurin</td>
</tr>
<tr>
<td>4</td>
<td>Rosalinda A. Mendoza</td>
</tr>
<tr>
<td>5</td>
<td>Evelyn De Castro</td>
</tr>
<tr>
<td>6</td>
<td>Jackie Lou Almira</td>
</tr>
<tr>
<td>7</td>
<td>Cristeta M. Arcos</td>
</tr>
<tr>
<td>8</td>
<td>Marissa O. Aguirre</td>
</tr>
<tr>
<td>9</td>
<td>Noel Ortega</td>
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<tr>
<td>10</td>
<td>Leylanie V. Adao</td>
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<tr>
<td>11</td>
<td>Ma. Criscel Negosa</td>
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<td>12</td>
<td>Feliz A. Tayao</td>
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<tr>
<td>13</td>
<td>Godofredo Mercado</td>
</tr>
<tr>
<td>14</td>
<td>Edita Olan</td>
</tr>
<tr>
<td>15</td>
<td>Anicia J. Villaruel</td>
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<tr>
<td>16</td>
<td>Jee-Ann O. Borines</td>
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<tr>
<td>17</td>
<td>Paul Ian Louie Robles</td>
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<tr>
<td>18</td>
<td>Henry P. Contemplacion</td>
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<tr>
<td>19</td>
<td>Hilarion B. Alcantara</td>
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<tr>
<td>20</td>
<td>Marigen N. Leosala</td>
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<tr>
<td>21</td>
<td>Ronaldo V. Ramilo</td>
</tr>
<tr>
<td>22</td>
<td>Generosa F. Zubierta</td>
</tr>
</tbody>
</table>
Enclosure 7

Terms of Reference

RO LEARNING AREA EPS/COORDINATOR
- Review and evaluate the submitted SDO-developed/contextualized LRs.

KRA 3 Focal
- Prepare program proposal, memorandum, and invitation letter.
- Manage the review, evaluation, and presentation of LRs exhibit.
- Prepare documents needed for liquidation

RO LR / SDO EPS in Charge of LRMS
- Prepare the space for the booths and assist in the ingress and egress of booths.
- serve as class manager and process observer during the workshop.
- help the RTWG in the implementation of the program by serving as facilitator and/or emcee.
- lead the MOL and introduce the resource/guest speakers.
- facilitate the collection and presentation of outputs.
- ensure maximum participation of the participants; and
- address all concerns of the day (i.e., health, food restrictions, accommodation, etc.).
- document important activities that happen during the exhibit.

TEACHING AIDS SPECIALIST
- Request preparation of contract and supplies.
- Prepare the room listing.
- Prepare and print certificates of recognition, participation, and appearance.

LRMS ADAS
- Prepare and process the registration form, attendance sheet, and meal attendance
- Consolidate submitted LRs and prepare online scoresheet and tally sheet

EXPERTS/SPEAKER
- conduct oneself in a manner befitting a trainer
- prepare, in coordination with the Focal Person, the session guide to include the presentation, worksheets (if any), and references prior to the conduct of the workshop.
- coordinate with the chief and focal person the needed materials for the conduct of the own session
- study all training documents related to the topic prior to his/her session
- highly encouraged to act as process observer of the other members of his/her team but may stay in a designated trainers’ room if otherwise