Unnumbered Memorandum

PARTICIPATION OF IDENTIFIED PERSONNEL IN THE
DEVELOPMENT OF TEXTBOOK AND TEACHER’S
MANUAL PROTOTYPES FOR GRADES 1, 4, AND 7

To Schools Division Superintendents (Cavite Province, Laguna Province,
Batangas City, San Pablo City, Lipa City and Antipolo City)

1. In reference to MEMORANDUM DM-CT-2023-123 re: Participation of Identified
Personnel in the Development of Textbook and Teacher’s Manual Prototypes
for Grades 1, 4, and 7, the Office of the Undersecretary for Curriculum and
Teaching will conduct said activity on May 29 to June 1, 2023, at DepEd
Ecotech Center, Lahug, Cebu City.

2. The identified participants in this national activity are as follows:

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<th>Name</th>
<th>Office/ Station</th>
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<tr>
<td>Julie Ann Vertudes</td>
<td>SDO Cavite Province</td>
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<tr>
<td>Archie Condino</td>
<td>SDO Laguna Province</td>
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<tr>
<td>Cyrus Festijo</td>
<td>SDO Batangas City</td>
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<td>Henry Contemplacion</td>
<td>SDO San Pablo City</td>
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<td>Joseph Jambaos</td>
<td>SDO Lipa City</td>
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<tr>
<td>Ricessa Leah Gonzalez</td>
<td>SDO Antipolo City</td>
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3. The identified personnel shall have the following terms of reference:
   a. Attend the onsite workshop and contribute to the realization of objectives;
   b. Interface with the personnel from the Central Office and represent the field by
      actively engaging on discussions related to curriculum and learning
      implementation in the schools;
   c. Work as team leaders in the actual development of textbook prototypes;
   d. Treat with confidentiality all data processed during the conduct of the
      workshops; and
   e. Submit the required documents necessary for participation in the workshop.

4. The output of this workshop will be utilized as the basis for the actual
   development of textbooks and teacher’s manuals for the School Year 2024-2025.
   Further, the outputs will be presented during the Orientation of Textbook
   Publishers which is slated on June 13 to 16, 2023 at Bulwagan ng Karunungan,
   DepEd Complex, Pasig City.
5. Expenses relative to travel were downloaded to the Regional Office while board and lodging will be charged against BLR Funds, subject to existing auditing and accounting rules and regulations of the government.

6. For clarification and further inquiries, you may contact Mr. Jejomar Alda, Learning Resource Production Division, at (02) 8634-0901 or jejomar.lda@deped.gov.ph.

7. Immediate dissemination of this Memorandum is desired.

ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

CC: 02/ROC2