

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



28 June 2024

Regional Memorandum

No.464 s.2024

**LIST OF PARTICIPANTS IN THE REGIONAL DEVELOPMENT
AND QUALITY ASSURANCE OF LESSON SCRIPTS FOR THE
NATIONAL READING PROGRAM (NRP), NATIONAL
MATHEMATICS PROGRAM (NMP), AND
CATCH-UP FRIDAY (CUF)**

To **Schools Division Superintendents**

1. Relative to Regional Memorandum No. 457, s. 2024 entitled **R4A CALABARZON Regional Development and Quality Assurance of Lesson Scripts for the National Reading Program (NRP), National Mathematics Program (NMP), and Catch-Up Friday (CUF)**, this Office, through the Curriculum and Learning Management Division (CLMD), issues the list of participants in the said activity.
2. Please see Enclosure 1 for the List of Participants per Schools Division Office. Meanwhile, the Terms of Reference are indicated in Enclosure 2.
3. Participants are enjoined to attend in the Phase 1: Online Orientation Meeting scheduled on July 03, 2024 at 01:00 pm via Microsoft Teams.

The virtual meeting room can be accessed via the following links:

<http://tiny.cc/OrientationLessonScripts>
<https://tinyurl.com/OrientationLessonScripts>

4. Participants are advised to bring their own extension cords/power strips along with their laptop and charger to be used in the in-person workshop activities scheduled on the following dates:

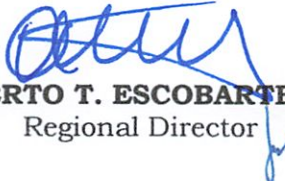
Activity	Inclusive Dates	Modality/Venue
Phase 2: Workshop on the Development and Validation of Lesson Scripts	July 05 - 14 2024	Axiaa Hotel, 135 West Ave, Brgy. Bungad, Quezon City
Phase 3: Workshop on the Finalization of Lesson Scripts	July 15 - 19 2024	



Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone No.: 02-8682-2114
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph



5. Participants shall be entitled to service credits in accordance with DepEd Order No. 53 s. 2003 titled Updated Guidelines on the Grant of Vacation Service Credits to Teachers. Likewise, non-teaching personnel, including management staff, shall be provided with Compensatory Time-Off (CTO) per Civil Service Commission (CSC) and DBM Joint Circular No. 2 s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.
6. This memorandum shall serve as the participants' travel authority.
7. Other provisions in the previous memorandum are still in effect.
8. For clarification and further inquiries, you may contact the Curriculum and Learning Management Division, at (02) 8681-2114 local 420.
9. Immediate compliance and widest dissemination of this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

02/ROC2
02/ROC10

Enclosure 1

Participants in the R4A CALABARZON Regional Development and Quality Assurance of Lesson Scripts for the National Reading Program (NRP), National Mathematics Program (NMP), and Catch-Up Friday (CUF)

July 05 -14, 2024 and July 19, 2024 | Axiaa Hotel, 135 West Ave, Brgy. Bungad, Quezon City

Regional Technical Working Group (RTWG)		
Name	Office	Role
1. Viernalyn M. Nama	CLMD	RTWG
2. Hazel Angelyn E. Tesoro	CLMD	RTWG
3. Dianne Catherine T. Antonio	CLMD	RTWG
4. Paul Gence L. Ocampo	CLMD	RTWG
5. Eugene Ray F. Santos	CLMD	RTWG
6. Elaine T. Balaogan	CLMD	RTWG
7. Emelia P. Crescini	CLMD	RTWG
8. Margaret P. Musa	CLMD	RTWG
9. Lowiesito O. Erni	CLMD	RTWG
10. Virgilio O. Guevarra, Jr	CLMD	RTWG
11. Lhovie C. Damian	CLMD	RTWG
12. Nenette Arcelle Joy P. Larinay	CLMD	RTWG
13. Redgynn A. Bernales	CLMD	RTWG
14. Neal D. Protacio	CLMD	RTWG
15. Ramon Patrick O. Bagacay	CLMD	RTWG
16. John Christian P. Galvez	CLMD	RTWG

National Reading Program (Grade 2 Tagalog)		
Name	SDO	Role
17. Angelo A. Amurao	General Trias City	Lesson Script Writer
18. Deocleciana B. Madeja	General Trias City	Lesson Script Writer
19. Marilou M. Bazan	Cavite City	Lesson Script Writer
20. Mylene T. Mojica	Cavite City	Lesson Script Writer
21. Wenie B. Guinto, Jr.	Dasmariñas City	Lesson Script Writer

National Reading Program (Grade 2 Tagalog)		
Name	SDO	Role
22. Elizabeth N. Zapanta	Antipolo City	Lesson Script Writer
23. Lilibeth Suarez	Antipolo City	Lesson Script Writer
24. Mary Hayley Joy F. David	Cavite Province	Lesson Script Writer
25. Catherine P. Teano	Cavite Province	Lesson Script Writer
26. Joselyn Entienza	Quezon	Lesson Script Writer
27. Rowelyn E. Fronda	Quezon	Lesson Script Writer
28. Monroe L. Obuyes	Quezon	Lesson Script Writer
29. Hydrie M. Declaro	Quezon	Lesson Script Writer
30. Marlon C. Dejesa	Cavite Province	Lesson Script Writer
31. John Ronald Cesar B. Puon	Laguna	Lesson Script Writer
32. Lorelyn Peñalosa	Laguna	Lesson Script Writer

National Reading Program (Grade 2 English)		
Name	SDO	Role
33. Lilia B. Diasanta	Quezon	Lesson Script Writer
34. Grace U. Salvatus	Quezon	Lesson Script Writer
35. Nimpha L. Reyes	Quezon	Lesson Script Writer
36. Estrella Ergina	Quezon	Lesson Script Writer
37. Joana E. Arcenal	General Trias City	Lesson Script Writer
38. Jeanette R. Millena	Laguna	Lesson Script Writer
39. Aimee B. Ciriaco	Laguna	Lesson Script Writer
40. Aimee Cambel	Laguna	Lesson Script Writer
41. Allan Parungao	Laguna	Lesson Script Writer
42. Babylyn Gadaza	Laguna	Lesson Script Writer
43. Evelyn P. Navia	Laguna	Lesson Script Writer
44. Merlen B. Sancha	Laguna	Lesson Script Writer
45. Marvin A. Umali	Laguna	Lesson Script Writer
46. Michelle C. delos Santos	Laguna	Lesson Script Writer
47. Lorena Mercado	Laguna	Lesson Script Writer

National Reading Program (Grade 2 Tagalog and English)		
Name	SDO	Role
48. Evelyn P. De Castro	Biñan City	Technical Expert/Content and Language Evaluator
49. Jee-Ann O. Borines	Quezon	Technical Expert/Content and Language Evaluator
50. Maria Cielo T. Robles	Rizal	Technical Expert/Content and Language Evaluator
51. Priscilla V. Salo	Antipolo City	Technical Expert/Content and Language Evaluator
52. Ainie A. Wuani	Antipolo City	Technical Expert/Content and Language Evaluator
53. Mark Anthony P. Idang	Laguna	Technical Expert/Content and Language Evaluator
54. Rosalina A. Mendoza	Batangas Province	Technical Expert/Content and Language Evaluator
55. Edita T. Olan	Lipa City	Technical Expert/Content and Language Evaluator

National Mathematics Program (Grade 4)		
Name	SDO	Role
56. Gladie J. Arceo	General Trias City	Lesson Script Writer
57. Mar Sta. Maria	General Trias City	Lesson Script Writer
58. Diony Zenaida S. Deniega	General Trias City	Lesson Script Writer
59. Vanja Rediosa A. Capinig	General Trias City	Lesson Script Writer
60. Editha S. Galanza	General Trias City	Lesson Script Writer
61. Shirley P. Pascual	General Trias City	Lesson Script Writer
62. Bergelyn A. Noveno	General Trias City	Lesson Script Writer
63. Mercy I. Bisayas	General Trias City	Lesson Script Writer
64. Ma. Cristina D. Briones	General Trias City	Lesson Script Writer
65. Jomina M. Zamora	General Trias City	Lesson Script Writer
66. Gladys O. Fallore	General Trias City	Lesson Script Writer
67. Lilibeth B. Crucillo	General Trias City	Lesson Script Writer
68. April Joy E. Hilario	General Trias City	Lesson Script Writer
69. Camille R. Cajigal	General Trias City	Lesson Script Writer
70. Niño B. Mallillin	General Trias City	Lesson Script Writer
71. Andrea C. Dones	General Trias City	Lesson Script Writer
72. Neil Aldrin Dorio	General Trias City	Lesson Script Writer
73. Kim Joshua San Jose	General Trias City	Lesson Script Writer
74. Jeromeric Talla	General Trias City	Lesson Script Writer
75. Maria Cristina Tagle	General Trias City	Lesson Script Writer

National Mathematics Program (Grade 4)		
Name	SDO	Role
76. Darmo Tabano	General Trias City	Lesson Script Writer
77. Joel Cantero	General Trias City	Lesson Script Writer
78. Audrey Joy Panganiban	Cavite City	Lesson Script Writer
79. Jermaine Pedrosa	Cavite City	Lesson Script Writer
80. Lara Razon	Cavite City	Lesson Script Writer
81. John David Pelaes	Cavite Province	Lesson Script Writer
82. Ivy Keith Celedon	Cavite Province	Lesson Script Writer
83. Lala Laurora	Quezon	Lesson Script Writer
84. Mechelle P. Uy	Quezon	Lesson Script Writer
85. 23 Rodelia R Padin	Tayabas City	Lesson Script Writer
86. 24 Michelle Anne Acesor	Tayabas City	Lesson Script Writer
87. Ernila B. Bagayana	Laguna	Technical Expert/Content and Language Evaluator
88. Erene SJ. Panopio	Laguna	Technical Expert/Content and Language Evaluator
89. Nery E. Relumen	Laguna	Technical Expert/Content and Language Evaluator
90. Mylene M. Gutierrez	Laguna	Technical Expert/Content and Language Evaluator
91. Rodelia Frias	Cavite City	Technical Expert/Content and Language Evaluator
92. Rowena Cariaga	Dasmarinas City	Technical Expert/Content and Language Evaluator
93. Angelo Uy	Dasmarinas City	Technical Expert/Content and Language Evaluator
94. Kimberly L. Ecleo	Rizal	Technical Expert/Content and Language Evaluator

Catch-up Friday (Grade 12 SHS)		
(1) Physical Science and (2) Disaster Readiness and Risk Reduction		
Name	SDO	Role
95. Josephine Liwagon Hernandez	Imus City	Lesson Script Writer
96. Renato L. Berosil Jr.	Imus City	Lesson Script Writer
97. Paquito Abawag	Imus City	Lesson Script Writer
98. Edgar Rivera	Imus City	Lesson Script Writer
99. Teresita B. Moreno	Imus City	Lesson Script Writer
100. Vincent Ribon	Imus City	Lesson Script Writer
101. Ryan S. Cutamora	Cavite Province	Lesson Script Writer
102. Loida A. Arce	Cavite Province	Lesson Script Writer

Catch-up Friday (Grade 12 SHS)		
(1) Physical Science and (2) Disaster Readiness and Risk Reduction		
Name	SDO	Role
103. Russel T. Soltura,	Quezon	Lesson Script Writer
104. Finaciel Mendoza	Quezon	Lesson Script Writer
105. Marion Joy M. Dator	Quezon	Lesson Script Writer
106. Mary Grace Serrano	Quezon	Lesson Script Writer
107. Eric Leyola Jaro	Quezon	Lesson Script Writer
108. Teodorico M. Dalisay	Quezon	Lesson Script Writer
109. Eilene P. Salcedo	Quezon	Lesson Script Writer
110. Asther Q. Bantoc	Quezon	Lesson Script Writer
111. Rochelle S. Balete	Imus City	Technical Expert/Content and Language Evaluator
112. Maricel Malabanan	General Trias City	Technical Expert/Content and Language Evaluator
113. Dennis Masangcay	Tanauan City	Technical Expert/Content and Language Evaluator
114. Christopher Luna	General Trias City	Technical Expert/Content and Language Evaluator
115. Michael Leonard Lubiano	Tayabas City	Technical Expert/Content and Language Evaluator
116. Rizza D. Soberano	Cavite Province	Technical Expert/Content and Language Evaluator
117. Erwin Abrencillo	Lucena City	Technical Expert/Content and Language Evaluator
118. Jeffrey Jonie Marquez	Dasmariñas City	Technical Expert/Content and Language Evaluator

Catch-up Friday (Grade 12 SHS)		
Reading and Writing Skills		
Name	SDO	Role
119. Julie V. Bucu	General Trias City	Lesson Script Writer
120. Luzviminda S. Santos	General Trias City	Lesson Script Writer
121. Marc Arvie D. Cantos	General Trias City	Lesson Script Writer
122. Fria D. Padua	General Trias City	Lesson Script Writer
123. Jazmine S. San Buenaventura	General Trias City	Lesson Script Writer
124. Noemi W. Jacinto	General Trias City	Lesson Script Writer
125. Rona Mae T. Sandoval	General Trias City	Lesson Script Writer
126. Maricris C. Rubia	General Trias City	Lesson Script Writer
127. Abelardo G. Baboa	General Trias City	Lesson Script Writer
128. Geselle A. Teano	General Trias City	Lesson Script Writer

Catch-up Friday (Grade 12 SHS)		
Reading and Writing Skills		
Name	SDO	Role
129. Afryl P. Maralang	General Trias City	Lesson Script Writer
130. Gigi Lyn V. Aticaldo	General Trias City	Lesson Script Writer
131. Jayson Penaredondo	Rizal	Lesson Script Writer
132. Richard Brian Tutor	Rizal	Lesson Script Writer
133. Carmelita Padilla	Rizal	Lesson Script Writer
134. Angeli L. Peralta	Rizal	Lesson Script Writer
135. Mylene Cecille M. Diaz	General Trias City	Technical Expert/Content and Language Evaluator
136. Meriza S. Bauyon	General Trias City	Technical Expert/Content and Language Evaluator
137. Naneth P. Salvador	General Trias City	Technical Expert/Content and Language Evaluator
138. Jason D. Supan	Rizal	Technical Expert/Content and Language Evaluator
139. Carla Margarita A. Chua	Antipolo City	Technical Expert/Content and Language Evaluator

Catch-up Friday (Grade 12 SHS)		
Pagbasa at Pagsusuri ng Iba't-Ibang Teksto Tungo sa Pananaliksik		
Name	SDO	Role
140. Jennifer M. Ramos	Cavite Province	Lesson Script Writer
141. Jammie A Esguerra	Cavite Province	Lesson Script Writer
142. Benjie D. Olazo	Cavite Province	Lesson Script Writer
143. Jerica Paula Vergara	Cavite Province	Lesson Script Writer
144. Ermina Tolentino	Cavite Province	Lesson Script Writer
145. Cristina Mondido	Cavite Province	Lesson Script Writer
146. Sheila b. Nunez	Cavite Province	Lesson Script Writer
147. Stephanie Cenizal	Cavite Province	Lesson Script Writer
148. Roy Justine Ballesteros	Cavite Province	Lesson Script Writer
149. Mary Ann Degollado	Cavite Province	Lesson Script Writer
150. Shirley Martin	Cavite Province	Lesson Script Writer
151. Barby Charis T. Cancho	Cavite Province	Lesson Script Writer
152. Jerica Paula P Vergara	Cavite Province	Lesson Script Writer
153. Ellen Salazar	Cavite Province	Lesson Script Writer
154. Gesselle Cambia	Tayabas City	Lesson Script Writer

Catch-up Friday (Grade 12 SHS)		
Pagbasa at Pagsusuri ng Iba't-Ibang Teksto Tungo sa Pananaliksik		
Name	SDO	Role
155. Sigrid F Tibordo	Tayabas City	Lesson Script Writer
156. Cynthia D. Samson	Rizal	Technical Expert/Content and Language Evaluator
157. Rushele C. Sarmiento	Rizal	Technical Expert/Content and Language Evaluator
158. Ma. Teresa P. Barcelo	Antipolo City	Technical Expert/Content and Language Evaluator
159. Merissa Arrogancia-Viray	Sto. Tomas City	Technical Expert/Content and Language Evaluator
160. Willie Dela Cruz	Antipolo City	Technical Expert/Content and Language Evaluator
161. Lindsay H. Maglalang	Antipolo City	Technical Expert/Content and Language Evaluator
162. Dr. Gemerie R. Pedegloria	Antipolo City	Technical Expert/Content and Language Evaluator
163. Sharon A. Villaverde	Quezon	Technical Expert/Content and Language Evaluator

Catch-up Friday (Grade 12 SHS)		
(1) Personal Development, (2) Physical Education and Health 3, and (3) Physical Education and Health 4		
Name	SDO	Role
164. Kevin Kerbi Villamor	Dasmariñas City	Lesson Script Writer
165. Peter John A. Coraso	Dasmariñas City	Lesson Script Writer
166. Shella Maikha J. Ente	Dasmariñas City	Lesson Script Writer
167. Ava Angelica T. Perito	Dasmariñas City	Lesson Script Writer
168. Jesabel B. Binamira	Dasmariñas City	Lesson Script Writer
169. Archie Barte	Dasmariñas City	Lesson Script Writer
170. Divina B. Capili	Dasmariñas City	Lesson Script Writer
171. Jonoa R. Marcos	Dasmariñas City	Lesson Script Writer
172. Ava Angelica T. Perito	Dasmariñas City	Lesson Script Writer
173. Karissa Mae M. Maunahan	Dasmariñas City	Lesson Script Writer
174. Marvin Melendres	Dasmariñas City	Lesson Script Writer
175. July R. Velgado	Rizal	Technical Expert/Content and Language Evaluator
176. Glenna T. Fernandez	Rizal	Technical Expert/Content and Language Evaluator
177. Nimfa O. Madalura	Rizal	Technical Expert/Content and Language Evaluator
178. Annaliza A. Nabo	Rizal	Technical Expert/Content and Language Evaluator
179. Roy Discutido	Rizal	Technical Expert/Content and Language Evaluator

Catch-up Friday (Grade 12 SHS)		
(1) Personal Development, (2) Physical Education and Health 3, and (3) Physical Education and Health 4		
Name	SDO	Role
180. Mark John Sayson	Rizal	Technical Expert/Content and Language Evaluator
181. Ma. Criscel R. Negosa	General Trias City	Technical Expert/Content and Language Evaluator
182. Ma. Rosalyn M. Pagtakhan	Imus City	Technical Expert/Content and Language Evaluator

Catch-up Friday (Grade 12 SHS)		
(1) Contemporary Philippine Arts from the Regions and (2) Introduction to the Philosophy of the Human Person		
Name	SDO	Role
183. Miracle P. Fortuno	General Trias City	Lesson Script Writer
184. Maylene C. Rufo	General Trias City	Lesson Script Writer
185. Lou Andrew R. Baleser	General Trias City	Lesson Script Writer
186. Arlene C. Villanueva	General Trias City	Lesson Script Writer
187. Kathleen Kate L. Gonzales	General Trias City	Lesson Script Writer
188. Tenia A. David	General Trias City	Lesson Script Writer
189. Joemark B. Vasquez	General Trias City	Lesson Script Writer
190. Johnzen B. Hugo	General Trias City	Lesson Script Writer
191. Jennifer R. Garbo	Laguna	Lesson Script Writer
192. Joselito L. Gozos	Laguna	Lesson Script Writer
193. Liezel O. Martin	Laguna	Lesson Script Writer
194. Arthur Robert Limongco	Laguna	Lesson Script Writer
195. Edwardo Peralta	Laguna	Lesson Script Writer
196. Reynaleene Gonzales	Laguna	Lesson Script Writer
197. Mageilyn Austria	Laguna	Lesson Script Writer
198. Shierazade R. Velasco	Laguna	Lesson Script Writer
199. Alfred James Ellar	Batangas Province	Technical Expert/Content and Language Evaluator
200. Yolanda DC. Lumanog	General Trias City	Technical Expert/Content and Language Evaluator
201. Armando D. Ison	General Trias City	Technical Expert/Content and Language Evaluator
202. Gemar M. Sullano	Rizal	Technical Expert/Content and Language Evaluator
203. Reinier Balingit	Rizal	Technical Expert/Content and Language Evaluator
204. Paul Mhar A. Peñero	Rizal	Technical Expert/Content and Language Evaluator

Catch-up Friday (Grade 12 SHS)		
(1) Contemporary Philippine Arts from the Regions and (2) Introduction to the Philosophy of the Human Person		
Name	SDO	Role
205. Varick Edison I. Ocampo	Rizal	Technical Expert/Content and Language Evaluator
206. Caroline B. Quintana	Rizal	Technical Expert/Content and Language Evaluator

Catch-up Friday (Grade 12 SHS)		
Statistics and Probability		
Name	SDO	Role
207. Mervin A. Araja	Imus City	Lesson Script Writer
208. Gemma V. Mazo	Imus City	Lesson Script Writer
209. Irma A. Tenmatay	Imus City	Lesson Script Writer
210. Jerome Chavez	Quezon	Lesson Script Writer
211. Magdalena C. Valdez	Rizal	Lesson Script Writer
212. Jay Morota	Quezon	Lesson Script Writer
213. Lovelyn Lucas	Antipolo City	Lesson Script Writer
214. Beverly Buot	General Trias City	Lesson Script Writer
215. Jean B. Ibanez	Antipolo City	Lesson Script Writer
216. Evangeline H. Francisco	Antipolo City	Lesson Script Writer
217. Ma. Odessa D. Galang	Antipolo City	Lesson Script Writer
218. Joseph Bryan T. Mendiola	Antipolo City	Lesson Script Writer
219. Ana Rose R. Dela Cruz	Antipolo City	Lesson Script Writer
220. Markgil R. Claro	Antipolo City	Lesson Script Writer
221. Rosette Tapon	General Trias City	Lesson Script Writer
222. Khyle Kenneth Grepo	General Trias City	Lesson Script Writer
223. Maria Luisa F. Candelaria	Imus City	Technical Expert/Content and Language Evaluator
224. Adrian Malabrigo	Sto. Tomas City	Technical Expert/Content and Language Evaluator
225. Percival F. Halili	Rizal	Technical Expert/Content and Language Evaluator
226. Girlie D. Nombres	Antipolo City	Technical Expert/Content and Language Evaluator
227. Roseminda O. Parto	Antipolo City	Technical Expert/Content and Language Evaluator
228. Severa Salamat	Sta. Rosa City	Technical Expert/Content and Language Evaluator
229. Albert D. Escuvania	Biñan City	Technical Expert/Content and Language Evaluator
230. Ana Maria Fuentes	Antipolo City	Technical Expert/Content and Language Evaluator

Catch-up Friday (Grade 12 SHS)		
Entrepreneurship		
Name	SDO	Role
231. Errand A. Velgado	Rizal	Lesson Script Writer
232. Andrea P. Trinidad	Rizal	Lesson Script Writer
233. Anita T. De Guzman	Rizal	Lesson Script Writer
234. Irene N. Madarang	Rizal	Lesson Script Writer
235. Aldren L. Lorica	Rizal	Lesson Script Writer
236. Bernabe D. Rabot	Rizal	Lesson Script Writer
237. Niche T. Lazona	Rizal	Lesson Script Writer
238. Dexter M. Rejano	Rizal	Lesson Script Writer
239. Anna Sarah B. Pojas	Rizal	Lesson Script Writer
240. Angela B. Narvaez	Rizal	Lesson Script Writer
241. Gloria I. Bidbid	Rizal	Lesson Script Writer
242. Charing P. Real	Rizal	Lesson Script Writer
243. Jayson I. Jandayan	Rizal	Lesson Script Writer
244. Andrea Mae A. Malang	Rizal	Lesson Script Writer
245. Feliz A. Tayao	Imus City	Technical Expert/Content and Language Evaluator

Catch-up Friday (Grade 12 SHS)		
Empowerment Technologies for the Strand		
Name	SDO	Role
246. Jay-Ar Z. Gutierrez	Lipa City	Lesson Script Writer
247. Javed R. Maralit	Lipa City	Lesson Script Writer
248. Anthony Jay Ilag	Lipa City	Lesson Script Writer
249. Leo M. Atienza	Lipa City	Lesson Script Writer
250. Joseph Christian C. Tapire	Lipa City	Lesson Script Writer
251. Senando G. Faalam Jr.	Lipa City	Lesson Script Writer
252. Francis Darril Albo	Lipa City	Lesson Script Writer
253. Jernelynn B. Asuncion	Lipa City	Lesson Script Writer
254. Joseph A. Angeles	Lipa City	Lesson Script Writer

Catch-up Friday (Grade 12 SHS)		
Empowerment Technologies for the Strand		
Name	SDO	Role
255. Edith A. Lindog	Lipa City	Lesson Script Writer
256. Alicecel Z. Mendoza	Lipa City	Lesson Script Writer
257. Fil Laurence L. Mamato	Lipa City	Lesson Script Writer
258. Audrey J. Saflor	Lipa City	Lesson Script Writer
259. Daisy M. Cepillo	Lipa City	Lesson Script Writer
260. Arianne Joy A. Laylo	Lipa City	Lesson Script Writer
261. Jefferson D. Umali	Lipa City	Lesson Script Writer
262. Jennifer H. Caño	Rizal	Technical Expert/Content and Language Evaluator
263. Bernadette R. Bulawan	Rizal	Technical Expert/Content and Language Evaluator
264. Helen Asuncion	Rizal	Technical Expert/Content and Language Evaluator
265. Nelia Alonzo	Rizal	Technical Expert/Content and Language Evaluator
266. Wilbert A. Soriano	Cavite Province	Technical Expert/Content and Language Evaluator
267. Elizabeth A. Soriano	Cavite Province	Technical Expert/Content and Language Evaluator
268. Lana Leyne C. Capistrano	Antipolo City	Technical Expert/Content and Language Evaluator
269. Rosa T. Tayamora	Antipolo City	Technical Expert/Content and Language Evaluator

Enclosure 2

LR Development Team Terms of Reference and Scope of Services

Writer/Developer

- Discusses the instructional design and format of the LRs with the development team.
- Ensures that the DepEd technical specifications, standards, and guidelines are being followed.
- Validates findings and comments and incorporates recommendations of the editors and LRES.
- Reviews language, content, and illustrations of the manuscript prior to submission to the Content Editor for review.
- Implements valid comments of the Content Editor in the revision/finalization of the LR.
- Submits duly accomplished/signed Sworn Certification.
- Accomplishes all required documents related to the development

QA Team Minimum Qualification Requirements

Content Evaluator (Internal Validators/Technical Experts from DepEd)

- At least a Bachelor's Degree (preferably in Education or related to the target learning area/discipline they will serve as a content evaluator
- With at least 5 years of teaching experience in the learning area/discipline they will serve as a content evaluator
- Has relevant training/experience in the development and quality assurance of learning resources
- Must not be a member of the development team for the assigned learning area
- Computer literate in word processing applications
- Has excellent skills in writing and proofreading learning resources
- Has a track record in producing quality learning resources

Language Evaluator (Internal Validators/Technical Experts from DepEd)

- At least a Bachelor's Degree holder (Preferably in Education Major in English/Filipino)
- With at least 5 years of teaching experience in the language they will serve as an evaluator
- Has relevant training/experience in the development and/or evaluation of learning resources
- Must not be a member of the development team for the assigned learning area for evaluation/review

- Has proficiency in English or Filipino
- Computer literate in word processing applications
- Has excellent skills in writing and proofreading learning resources
- Has a track record in producing quality learning resources

QA Team Terms of Reference and Scope of Services

1. Attends the orientation meeting and participates in the development of the learning resources (LRs) developed by DepEd field offices;
2. Participates in the team validation and finalization of the revised LRs;
3. Evaluates the developed LRs in the assigned learning area/s and grade level/s. Specific areas of evaluation are the following:

For Area 1: Content Evaluation

- Subject Matter
- Area of Integration
- Theme
- Key Concept for Integration
- Learning Resources
- Teaching and Learning Procedures

For Area 2: Language

- Coherence and Clarity of Thoughts
- Grammar and Syntax
- Spelling and Punctuation
- Consistency in Style

4. Reviews the revised and final LRs in the assigned learning area/s and grade level/s to check for compliance with the given comments and recommendations and with DepEd standards on content and language made by the development teams;
5. Accomplishes the prescribed evaluation checklists and summary of findings;
6. Provides evaluation reports and writes specific comments and recommendations on the margins of the LRs that shall guide the development teams in revising the LRs prior to their finalization;
7. Discusses with other teammates to arrive through a consensus on the comments and revisions that shall be made on the LRs (if necessary);
8. Submits the accomplished evaluation checklists /tools and the LRs with marginal notes to the QA organizers who shall give these documents to the development team;
9. Performs final review of the revised and final LRs to ensure that the given comments and recommendations are accurately, completely, and appropriately implemented prior to printing;

10. If necessary, checks, proofreads, and revises the content of the accompanying metadata of the assigned LRs for online publication; and
11. Submits all necessary documents (digital and/or hard copies) to the assigned DepEd staff.

Service Providers (External/non-DepEd Validators) Terms of Reference and Scope of Services

1. Evaluate the lesson scripts for the National Reading Program, National Mathematics Program, and Catch-up Fridays in all grade levels across all learning areas immediately upon the approval of the Memorandum of Agreement;
2. Divulge personal information and sign an oath of commitment to ensure the identified individuals have no conflict of interest;
3. Report consistently and update the DepEd on the quality assurance progress of the lesson scripts for the National Reading Program, National Mathematics Program, and Catch-up Fridays in all grade levels across all learning areas;
4. Maintain the confidentiality of all information arising out of or as a result of the work and shall not disclose or permit disclosure of the lesson scripts for the National Reading Program, National Mathematics Program, and Catch-up Fridays in all grade levels across all learning areas and other information acquired from DepEd, directly or indirectly, during its undertaking or at any time after that without proper authorization from DepEd;
5. Attend orientation sessions and in-person writeshops on the development and quality assurance of the lesson scripts for the National Reading Program, National Mathematics Program, and Catch-up Fridays in all grade levels across all learning areas;
6. Discuss with other teammates the comments and findings and agree through consensus regarding the comments, revisions, and decisions to be made;
7. Submit on the agreed schedules the required output;
8. Evaluate and check whether the lesson scripts for the National Reading Program, National Mathematics Program, and Catch-up Fridays in all grade levels across all learning areas are:
 - 8.1. Accurate in content, facts, and computations and free from social content violations, and other errors in the texts and visuals;
 - 8.2. Accurate in terms of language and readability level; and

- 8.3. Aligned with the standards set by the Department of Education through the Bureau of Learning Delivery.
9. Perform other tasks as requested for the completion of the project; and
10. Sign off the pages of the lesson scripts for the National Reading Program, National Mathematics Program, and Catch-up Fridays in all grade levels across all learning areas, and issue a specialty clearance to indicate that the revised copy of the assigned lesson scripts for the National Reading Program, National Mathematics Program, and Catch-up Fridays in all grade levels across all learning areas is ready for final printing.

Regional Technical Working Group (TWG) Terms of Reference and Scope of Services

The Regional Technical Working Group shall:

- craft the proposal, memorandum, and Request for Budget Approval (RBA) relative to the event;
- coordinate with the workshop venue management and prepare the contract for the event;
- coordinate with the Regional Supplies Officer for the supplies needed;
- conduct meetings with facilitators;
- lead the review and evaluation of presentations to be used for the activity;
- oversee the conduct of the activity;
- provide workshop templates;
- host the submission bin for workshop outputs;
- lead the team for the conduct of debriefing sessions;
- prepare the completion report;
- request preparation of contract and supplies;
- prepare the room listing;
- coordinate with facilitators 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 Facilitators shall:

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