



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



LRMD-RM-2024-513

06 June 2024

Regional Memorandum
No.513 s.2024

**FINALIZATION AND QUALITY ASSURANCE OF
CONTEXTUALIZED LEARNING RESOURCES
FOR KINDERGARTEN, ELLN,
SHS SPECIALIZED TRACK,
AND TVL (PHASE 2)**

To **Schools Division Superintendents**

1. The Department of Education Region IV-A through the Curriculum and Learning Management Division-Learning Resource Management Section will conduct the Finalization and Quality Assurance of Contextualized Learning Resources for Kindergarten, ELLN, SHS Specialized Track, and TVL Learning Resources on August 28-30, 2024, at a venue to be announced in a separate memorandum.
2. The activity aims to:
 - a. ensure that all learning materials meet the highest educational standards and effectively support the curriculum;
 - b. adapt learning resources to reflect local culture, languages, and contexts, making them more relevant and engaging for learners; and
 - c. maintain consistency across all learning materials to provide a uniform learning experience.
3. Please refer to Enclosure 1 for the list of participants. The Terms of Reference, Quality Assurance Process, and Indicative Program of Activities are comprehensively outlined in Enclosures 2, 3, and 4.
4. For clarification and further inquiries, you may contact the Curriculum and Learning Management Division- Learning Resource Management Section, at (02) 8681-2114 local 421.
5. Immediate and widest dissemination of this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

02/ROC2



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



Certificate No. PHP QMS
22 93 0085

Enclosure 1

List of Participants

Regional TWG

| CLMD Team | Designation |
|-----------------------------------|---|
| 1. Viernalyn M. Nama | Chief Education Supervisor |
| 2. Dianne Catherine T. Antonio | Education Program Supervisor – Filipino, LR |
| 3. Hazel Angelyn E. Tesoro | Education Program Supervisor – Kindergarten, ELLN |
| 4. Eugene Ray F. Santos | Education Program Supervisor - English |
| 5. Paul Gence L. Ocampo | Education Program Supervisor – Science, Mathematics |
| 6. Emelia P. Crescini | Education Program Supervisor – Araling Panlipunan |
| 7. Virgilio O. Guevarra, Jr. | Education Program Supervisor - TLE |
| 8. Margaret P. Musa | Education Program Supervisor – GMRC/ Values Education |
| 9. Lowiesito O. Erni | Education Program Supervisor - MAPEH |
| 10. Nenette Arcelle Joy P. Lainey | Librarian |
| 11. Lhovie C. Damian | Teaching Aide Specialist |
| 12. Redgynn A. Bernales | Administrative Assistant II |

ELLN -ENGLISH GROUP

| | Name | SDO | Task |
|----|---------------------|-----------------|----------------------------------|
| 13 | Noel Ortega | Cavite Province | Validator (Content and Language) |
| 14 | Generosa F. Zubieta | Tayabas City | Validator (Layout/ Illustration) |
| 15 | Liseo V. Vergara | Sto. Tomas City | Content Evaluator |
| 16 | Irlo L. Dumo | Dasmariñas City | Content Evaluator |
| 17 | Leo M. Atienza | Lipa City | Content Evaluator |
| 18 | Catherine A. Costoy | Biñan City | Language Evaluator |
| 19 | Roderick O. Delmo | Cabuyao City | Language Evaluator |

ELLN -FILIPINO GROUP

| | Name | SDO | Task |
|----|--------------------------|-----------------|----------------------------------|
| 20 | Priscilla V. Salo | Antipolo City | Validator (Content and Language) |
| 21 | Ricardo Makabenta | Cavite City | Validator (Layout/ Illustration) |
| 22 | Jedie A. Medoza | Dasmariñas City | Content Evaluator |
| 23 | Sigrid F. Tibordo | Tayabas City | Content Evaluator |
| 24 | Febbie Lyn M. Parentela | Quezon Province | Content Evaluator |
| 25 | Maria Leilane E. Bernabe | Rizal Province | Language Evaluator |
| 26 | Crispeniana P. Bauyon | Laguna | Language Evaluator |

ELLN - MATHEMATICS GROUP

| | Name | SDO | Task |
|----|-------------------------|--------------------|----------------------------------|
| 27 | Ma. Criscel R. Negosa | General Trias City | Validator (Layout/ Illustration) |
| 28 | Alexander M. Morron Jr. | Bacoor City | Validator (Content and Language) |
| 29 | Ernani L. Elep | Dasmariñas City | Content Evaluator |
| 30 | Wennie C. Gonzales | Sto. Tomas City | Content Evaluator |
| 31 | Evelyn E. Solomon | Cavite Province | Content Evaluator |
| 32 | Rosalie O. Ladanga | Biñan City | Language Evaluator – English |
| 33 | Raquel Azur | Biñan City | Language Evaluator – Filipino |

SHS-GROUP A

| | Name | SDO | Task |
|----|--|-------------------|----------------------------------|
| 34 | Anicia J. Villaruel | Lucena City | Validator (Content and Language) |
| 35 | Henry P. Contemplacion | San Pablo City | Validator (Layout/ Illustration) |
| 36 | Aurelia G. Vivas (Mathematics) | Batangas City | Content Evaluator |
| 37 | Philips T. Monterola (Social Science) | Sta Rosa City | Content Evaluator |
| 38 | Sharon A. Villaverde (Filipino) | Quezon Province | Content Evaluator |
| 39 | Lovella L. Alvarez (Physical Education) | Batangas Province | Content Evaluator |
| 40 | Jojiemar M. Obligar (MATH) | San Pedro City | Content Evaluator |
| 41 | Paul Ian Louie D. Robles | Rizal Province | Language Evaluator – English |
| 42 | Hilarion B. Alcantara | San Pedro City | Language Evaluator – Filipino |

SHS-GROUP B

| | Name | SDO | Task |
|----|-------------------------------------|-------------------|----------------------------------|
| 43 | Rosalinda A. Mendoza | Batangas Province | Validator (Content and Language) |
| 44 | Jackie Lou Almira | Cabuyao City | Validator (Layout/ Illustration) |
| 45 | Cel Andrea B. Bodota (ABM) | Gen. Trias City | Content Evaluator |
| 46 | Archie Condino (Science) | Laguna Province | Content Evaluator |
| 47 | Gerico D. Sabao (Social Science) | Rizal Province | Content Evaluator |
| 48 | Don S. Avelino (MATH) | Tanauan City | Content Evaluator |
| 49 | Mary Joyce Catudio (ABM) | Cavite Province | Content Evaluator |
| 50 | Mark Anthony P. Idang | Laguna | Language Evaluator – English |
| 51 | Gilbert Josaya | Cavite Province | Language Evaluator - Filipino |

TVL-GROUP A

| | Name | SDO | Task |
|----|--|-----------------|----------------------------------|
| 51 | Leylanie V. Adao | Dasmariñas City | Validator (Content and Language) |
| 52 | Feliz A. Tayao | Imus City | Validator (Layout/ Illustration) |
| 53 | Arlene R. Calica (Computer Programming and 2D Animation) | SDO Dasmariñas | Content Evaluator |
| 54 | Anthony De Villa (Fashion Accessory and Macrame) | Batangas City | Content Evaluator |

| | | | |
|----|---|---------------------|------------------------------|
| 55 | Lorielyn S. Cong-ay (Exploratory and Specialization of Technical Drafting) | Bacoor City | Content Evaluator |
| 56 | Mark S. Yeri (EIM) | SDO Dasmariñas City | Content Evaluator |
| 57 | Rowena M. Lacson (Cookery and Commercial Cooking) | Cavite Province | Content Evaluator |
| 58 | Jay Rupert Yasis (Front Office Services) | Cabuyao City | Content Evaluator |
| 59 | Laarni B. Monterola | San Pedro | Language Evaluator – English |
| 60 | Jonathan Marquez | Cabuyao City | Language Evaluator – English |

TVL-GROUP B

| | Name | SDO | Task |
|----|---|-------------------|----------------------------------|
| 57 | Edita Olan | Lipa City | Validator (Content and Language) |
| 58 | Jee-Ann O. Borines | Quezon Province | Validator (Layout/ Illustration) |
| 59 | Melanie Borjal (Hairdressing and Fashion Accessory) | Batangas Province | Content Evaluator |
| 60 | Nelda V. Almendras (Fish Processing and Commercial Cooking) | Tanauan City | Content Evaluator |
| 61 | Roberto P. Zamora Jr. (Small Engine Servicing and SMAW) | Tanauan City | Content Evaluator |
| 62 | Beverly E. Bugtai (Local Tour Guiding and Tourism Promotion Services) | Cabuyao City | Content Evaluator |
| 63 | Sonia R. Cana (Dressmaking) | Cabuyao City | Content Evaluator |
| 64 | Rodelin J. Hermoso (E-Learning Course and 2D Animation) | Dasmariñas City | Content Evaluator |
| 65 | Lai Lyn Vinzon | San Pedro City | Language Evaluator – English |
| 66 | Miguel Ularte | Batangas Province | Language Evaluator - English |

KINDERGARTEN

| | Name | SDO | Task |
|----|------------------------|-----------------|--------------------------------|
| 67 | Enelyn T. Badillo | Calamba City | Content and Language Evaluator |
| 68 | Rowela M. Caperina | Lucena City | Content and Language Evaluator |
| 69 | Anna Marie S. Aranzano | Cavite Province | Content and Language Evaluator |

Enclosure 2

TERMS OF REFERENCE

1. Evaluators and Validators:

Evaluates the developed LRs in the assigned learning area and grade levels, and the specific area of evaluation to check is the following:

For Area 1: Content Evaluation

- Coverage and sufficiency of development of the Most Essential Learning Competencies (LCs) in the LRs
- Instructional Design and Organization
- Instructional Quality
- Assessments
- Readability
- Reference and Source Citation

For Area 2: Language

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

For Area 3: Format and Layout

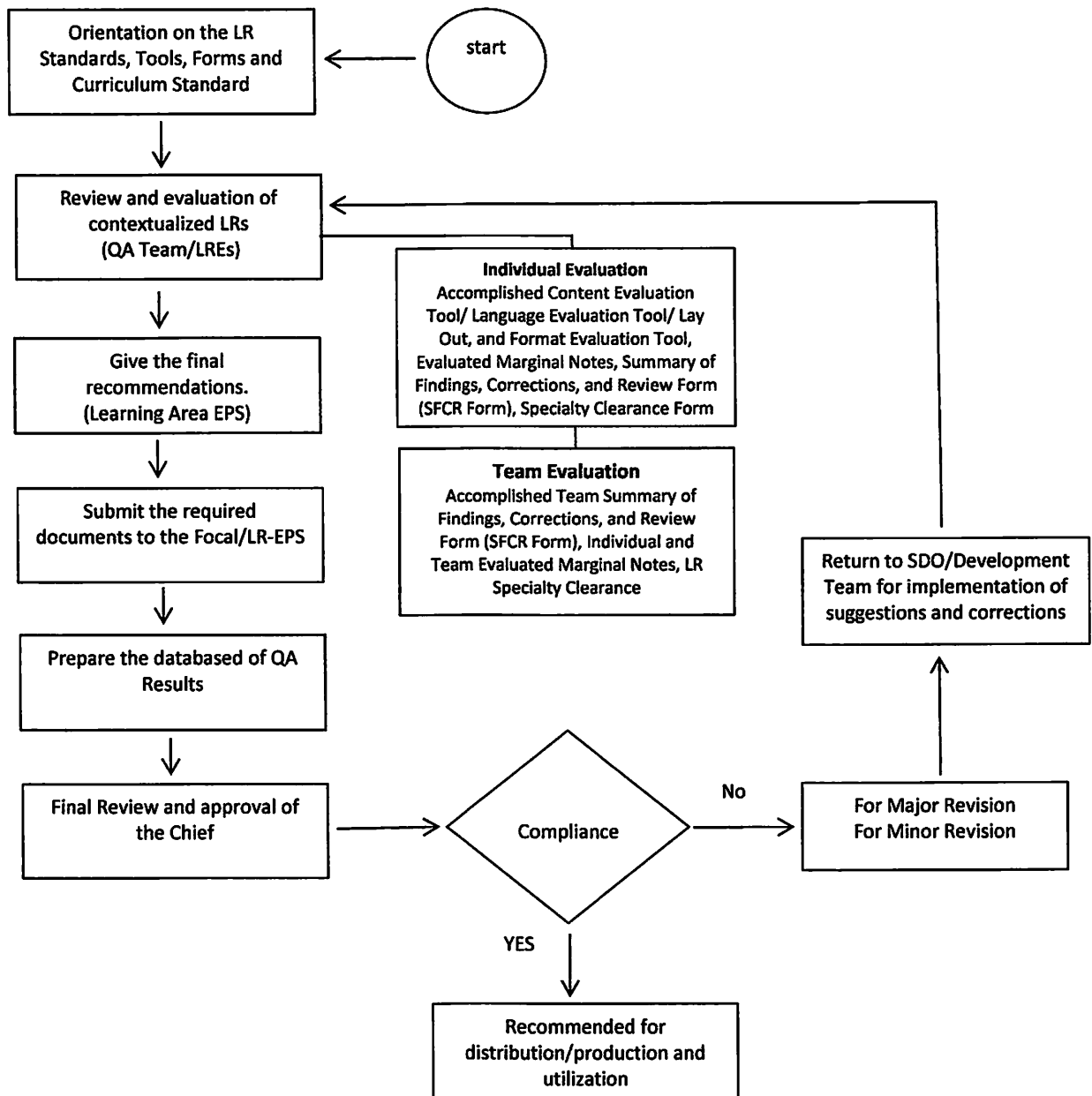
- Physical Attributes
- Format
- Visuals

2. Validators and RO Learning Area Supervisors:

- discusses with other teammates to arrive at a consensus on the comments and revisions that shall be made on the LRs, and to ensure that the changes are finalized.
- facilitate the accomplishment of final team SFCR, marginal notes, and specialty clearance forms; and
- submits the accomplished evaluation checklists /tools and the finalized quality-assured LRs to the Regional LR Team.

Enclosure 3

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



Enclosure 4

Indicative Program of Activities

| Time | Finalization and Quality Assurance of Contextualized Learning Resources for Kindergarten, ELLN, SHS Specialized Track, and TVL Learning Resources | | |
|----------------------------|---|--|--|
| | Day 1 August 28, 2024 | Day 2 August 29, 2024 | Day 3 August 30, 2024 |
| 7:00 AM to 8:00 AM | Planning of the TWGs, Setting of Directions, and Briefing Opening Program | Validation of Individual Findings | -Continuation- |
| 8:01 AM to 9:00 AM | | | |
| 9:01 AM to 10:00 AM | | | |
| 10:01 AM to 11:00 AM | | | |
| 11:01 AM to 12:00 PM | | | |
| 12:01 PM to 12:59 PM | LUNCH BREAK | | |
| 1:00 PM to 2:00 PM | Review of the Revised SDO Contextualized/ Developed LR | Finalization of the Revised SDO Contextualized/ Developed LR | Accomplishment of the LR QA Forms Closing Program |
| 2:01 PM to 3:00 PM | | | |
| 3:01 PM to 4:00 PM | | | |
| 4:01 PM to 5:00 PM | | | |
| Expected Output | Quality Assured SDO Contextualized and Developed Learning Resources for Kindergarten, ELLN, SHS Specialized Track, and TVL Learning Resources | | |
| Expected Documents | Accomplished Content Evaluation Tool/ Language Evaluation Tool/ Lay Out, Format Evaluation Tool, Team Summary of Findings, Corrections, and Review Form (SFCR Form), Individual and Team Evaluated Marginal Notes, LR Specialty Clearance | | |
| Officers of the day | CLMD-LR TEAM | | |