



Republic of the Philippines
 Department of Education
 Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY
 Tacloban City

DIVISION MEMORANDUM

No. 604, s. 2022

To: CID Chief
 Education Program Supervisors
 Public Schools District Supervisors
 School Heads, Public Elementary and Secondary Schools
 All Concerned

From: **MARIZA S. MAGAN EdD, CESO V**
 Schools Division Superintendent

Subject: **TRAINING-WORKSHOP ON THE FINAL REVIEW & QUALITY ASSURANCE OF
 DIVISION CONTEXTUALIZED LEARNING RESOURCES (DCLRs) FOR UPLOADING &
 PUBLICATION AT THE LR PORTAL**

Date: November 22, 2022

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1. In compliance to Regional Memorandum No.577 s. 2021, entitled "Format Template and Guidelines on the Submission of Finalized Division Contextualized Learning Resources (DCLRs)," this Office through the Curriculum Implementation Division (CID) will conduct a Training-Workshop on the Final Review of Division Contextualized Learning Resources (DCLRs) for Uploading and Publication at the DepEd Learning Resource (LR) Portal in a venue to be announced later and on the following dates:

- Cluster 1 - November 28 PM-November 30, 2022
- Cluster 2 - February 8-10, 2023

2. This activity aims to:

- a. provide the participants with the standards and guidelines in the development of DCLRs;
- b. evaluate DCLRs in the different learning areas;
- c. conduct a final review on the DCLRs submitted to LRMS; and
- d. upload the final reviewed DCLRs to the LR Portal

3. The participants of this Cluster 1 activity are the CID Chief, Education Program Supervisors, LRMS Personnel and selected teacher-writers per learning area while the Cluster 2 participants will be issued in a separate memorandum. (See Enclosure 1)

4. To guide the participants, the Training Matrix is in Enclosure 2. While the Budget Matrix is in Enclosure 3.

5. The school heads of teachers who are identified as participants should ensure that learning should not be compromised by tasking the teacher-participants to provide the learners Self-Learning Modules (SLMs) for the day/s that they are attending the said activity.



RELEASED
 Date: 11-22-22
 Time: 11:50
 Signature: _____



6. One (1)-day service credit for the teachers and a Compensatory Time Credit (COC) to the teaching and non-teaching related personnel is granted in lieu of November 30, 2022 attendance which is a non-working holiday, provided required documents such as Certificate of Appearance, Activity Completion Report, accomplished DTR and Travel Authority are submitted.
7. To ensure that the outputs will be finished at the end of the workshop, this Office deemed it crucial to hold a live-in activity. Hence, ALL participants are required to stay in the venue.
8. Further, the participants are enjoined to refrain from attending other activities and from going out from the venue during the entire duration of the workshop.
9. This Memorandum shall serve as the Travel Authority of the participants.
10. No registration fee is required. Expenses relative to the conduct of this orientation shall be charged against HRTD (Additional) Fund subject to the usual accounting and auditing rules and procedures.
11. For information, guidance and strict compliance.





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**TRAINING-WORKSHOP ON THE FINAL REVIEW & QUALITY ASSURANCE OF DIVISION
 CONTEXTUALIZED LEARNING RESOURCES (DCLRs) FOR UPLOADING &
 PUBLICATION AT THE LR PORTAL**

CLUSTER 1

November 28 PM -30, 2022

MATRIX OF ACTIVITIES

Time	Day 0	Day 1	Day 2	
7:00-8:00		Management Of Learning	Management Of Learning	
8:00-9:00		Workshop 1 Presentation of DCLRs for Critiquing per Learning Area	Workshop 2 Revision Process Preparation of Meta Data, Activity Sheets and PPT All learning areas writers and EPS	
9:00-10:00		<ul style="list-style-type: none"> Kindergarten/Mother Tongue 		
10:00-11:00		<ul style="list-style-type: none"> English 		
11:00-12:00		<ul style="list-style-type: none"> Filipino 		
12:00-1:00		<ul style="list-style-type: none"> Araling Panlipunan 		
1:00-2:00		LUNCH BREAK		
2:00-3:00		<ul style="list-style-type: none"> ESP 	Submission of Outputs to LRMS	
			<ul style="list-style-type: none"> MAPEH 	Uploading to LR Portal
3:00-4:00		Registration & Opening Program	<ul style="list-style-type: none"> Mathematics 	Division Librarian Closing Program
4:00-5:00	Guidelines & Standards on the Development of DCLRs Gretel Laura M. Cadiang LR Manager	<ul style="list-style-type: none"> Science 	HOME SWEET HOME	
5:00 – 6:00	Workshop Mechanics	Final Wrap Up for the Day		
6:00-7:00	Dinner	Dinner		
Officer of the Day	Marlito V. Medina	Susan L. Superable	Marlito V. Medina	

