



Republic of the Philippines  
**Department of Education**  
SOCCSKSARGEN REGION

January 2, 2024

REGION MEMORANDUM  
CLMD-2024-003

**PARTICIPATION IN THE ORIENTATION WORKSHOP OF THE TWG FOR THE QUALITY ASSURANCE (QA) AND MOCK-UP EVALUATION OF TEXTBOOKS (TXs) AND TEACHER'S MANUALS (TMs)**

To: Schools Division Superintendents

1. This has reference to DM-CT-2023-414 titled **Participation in the Orientation Workshop of Technical Working Group (TWG) for the Quality Assurance (QA) and Mock-Up Evaluation of Textbooks (TXs) and Teacher's Manuals (TMs)** which is scheduled on **January 22–26, 2024** within **Region VII**. Specific venue will be announced through a separate memorandum.

2. The orientation workshop aims to provide information on the Department of Education process, standards, and requirements for quality assurance of TXs and TMs and train participants on how to use the Areas 1 to 4 evaluation tools.

3. Anent this, the following are identified to attend the activity:

Name	Division	Designation	Grade Level	Subject Area
Arturo D. Tingson, Jr.	Regional Office	EPS	Grade 4	English
Judith B. Alba	Sarangani	EPS		Ar Pan
Analiza A. Domingo	Sarangani	EPS		Filipino
Ivy P. Lamintao	Tacurong	EPS		Math
Eden Ruth D. Tejada	General Santos	EPS		Music/Arts
Lito S. Fernandex	Cotabato	EPS		PE/Health
Aileen A. Jamero	Gen. Santos	EPS		EPP
Hazel G. Aparece	Kidapawan City	EPS		EPP
Lelita A. Laguda	General Santos	P II		GMRC
Rey T. Dela Rosa	Koronadal City	P I		Science
Leonardo B. Mission	Regional Office	EPS	Grade 7	Filipino
Sally A. Palomo	General Santos	EPS		English
Evelyn C. Frusa	Koronadal City	EPS		Science
Rian S. Linao	Cotabato	PSDS		Math
Agabai S.	Cotabato	EPS		Values Ed.
Kandalayang				

4. Identified participants are requested to register and confirm their participation by registering at [https://bit.ly/Mock-upEvaluation\\_ClusterC](https://bit.ly/Mock-upEvaluation_ClusterC).



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5. Participants are expected to arrive at the venue before 8:00 a.m. on January 22, 2024. The first meal to be served is breakfast and the last meal is dinner on January 26, 2024.
6. The selected participants are reminded of the following:
  - a. Own laptop, extension cord, and useful reference materials shall be brought during the live-in activity;
  - b. Certificates of Participation will be awarded to the participants for attending the activity; and
  - c. Prior to the live-in workshop, all participants are expected to pre-register through the link stated above for easier facilitation of the administrative arrangements.
7. Board and lodging of the participants will be shouldered by the BLR. Travel expenses will be reimbursed through the funds to be downloaded to the region or Schools Division Offices chargeable to BLR F.Y. 2023 Textbooks and Other Instructional Materials Fund subject to the usual government accounting and auditing rules and regulations upon submission of required documents. If the downloaded fund for travel expenses is not enough, the excess amount shall be charged against local funds. Participants must take the most economical means of transportation to attend this activity.
8. Compensatory Time-off (CTO) or Service Credits shall be granted in lieu of the workshop days that will fall on holidays in accordance with DepEd Order No. 53, s. 2003, Updated Guidelines on Grant of Vacation Service Credits to teachers, and CSC-DBM Joint Circular No. 2, s. 2015, Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees.
9. For inquiries, contact **Arturo D. Tingson, Jr.**, EPS-LRMS/ADM at [arturo.tingson@deped.gov.ph](mailto:arturo.tingson@deped.gov.ph).

  
**CARLITO D. ROCAFORT**  
*Director IV*

Encl: None  
Reference: DM-CT-2023-414  
Allotment: BLR Funds  
To be indicated in the Perpetual Index under the subject  
**WORKSHOPS      LEARNING RESOURCES**

ADTJR/RM/CLMD – PARTICIPATION IN THE ORIENTATION WORKSHOP OF TECHNICAL WORKING GROUP (TWG) FOR THE QUALITY ASSURANCE (QA) AND MOCK-UP EVALUATION OF TEXTBOOKS (TXs) AND TEACHER'S MANUALS (TMs)/003/January 2, 2024

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**Address:** Regional Center, Brgy. Carpenter Hill, City of Koronadal  
**Telefax No.:** (083) 2288825/ (083) 2281893  
**Website:** [depedroxii.org](http://depedroxii.org)  
**Email:** [region12@deped.gov.ph](mailto:region12@deped.gov.ph)