



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

April 4, 2024

REGIONAL MEMORANDUM

No. **403** 2024


**WORKSHOP ON THE QUALITY ASSURANCE OF GRADE 1 TEXTBOOKS (TXs)
AND TEACHER'S MANUALS (TMs) IN WARAY**

To: Schools Division Superintendents
All Others Concerned

1. This Office, through the Curriculum and Learning Management Division (CLMD) – Learning Resources Management Section (LRMS), shall conduct a Workshop on the Quality Assurance of Grade 1 Textbooks (TXs) and Teacher's Manuals (TMs) in Waray on April 22-30, 2024 at the DepEd RO8, Government Center, Candahug, Palo, Leyte.
2. Relative to this activity, Learning Resource Evaluators (LREs) from your division have been trained to serve as Bids and Awards Committee - Technical Working Group (BAC-TWG) to evaluate the Grade 1 Textbooks (TXs) and Teacher's Manuals (TMs) in Waray per attached **Enclosure A. Strictly no replacement of the identified BAC-TWG members shall be allowed.**
3. The activity aims to:
 - a. review the DepEd processes, standards, and requirements for quality assurance of TXs and TMs;
 - b. perform individual and team evaluations for Areas 1 to 4; and
 - c. prepare summary of the results of evaluation for presentation to the Bids and Awards Committee (BAC)
4. The participants must bring laptop, extension cord, and useful reference materials during the workshop.
5. DepEd personnel, who travel or render services on days that fall on summer days/holidays/weekends as part of their participation in an official activity, can avail of service credits or CTO, whichever is applicable, as allowed under DepEd Order No. 67, s. 1988 and CSC Memo Circular No. 9, s. 1988.
6. The provision of meals and accommodation are as follows: the first meal is dinner of Day 0 on April 22, 2024, and the last meal is PM snacks of Day 8 on April 30, 2024. For guidance of the participants, Program of Activities is attached as **Enclosure B.**

7. Expenses for Board and Lodging shall be charged against **BLR Downloaded FY 2024 Textbooks and Other Instruction Materials Funds**, while traveling expenses against the **Division/School Local Funds**, subject to the usual auditing and accounting rules and procedures.

8. Immediate dissemination of and strict compliance with this memorandum are desired.


RONEO AL K. FIRMO
Director III
Officer-In-Charge
Office of the Regional Director

Enclosures: As stated

References: DM 054, s. 2023

To be indicated in the Perpetual Index under the following subjects:

EVALUATION

LEARNING RESOURCES

CLMD-LRMS-JBB



Enclosure B – Program of Activities

**WORKSHOP ON THE EVALUATION OF GRADE 1 TEXTBOOKS (TXS) & TEACHER'S MANUALS (TMS)
P R O G R A M M E O F A C T I V I T I E S**

Time	Day 0 (Mon) April 22	Day 1 (Tue) April 23		Day 2 (Wed) April 24	Day 3 (Thu) April 25	Day 4 (Fri) April 26	Day 5 (Sat) April 27	Day 6 (Sun) April 28	Day 7 (Mon) April 29	Day 8 (Tue) April 30	
		8:00 - 8:30	Attendance and Registration	Opening Program		MOL	MOL	MOL	MOL	MOL	MOL
9:30 a.m. - 9:30 a.m.		<ul style="list-style-type: none"> Philippine National Anthem Prayer Introduction of Participants Welcome Remarks Statement of Purpose House Rules & Workshop Protocols 									
9:31 a.m. - 10:00 a.m.		Plenary 1: Accountability of TWG Members as Civil Servants - Legal Service Representative <i>Oath of Confidentiality and Commitment</i>									
10:01 a.m. - 10:15 a.m.				H E A L T H B E R E A K							
10:16 a.m. - 11:30 a.m.		Plenary 2: Quality Assurance Process Flow and Roles and Responsibilities of LRES as BAC-TWGs									
11:31 a.m. - 12:00 a.m.		Plenary 3: Reminders in the Evaluation of TXS and TMS		Continuation of Workshop 1	Continuation of Workshop 1	Continuation of Workshop 1 (ERS)	Continuation of Workshop 2	Plenary 7: Presentation of the Guide in the Team Evaluation (Team Evaluation 2)	Continuation of Workshop 3	-do-	
12:01 p.m. - 1:00 p.m.				L U N C H B R E A K							
1:01 p.m. - 1:30 p.m.		Plenary 4: Break Out Sessions: According to the Area of Evaluation for All Learning Areas in Grade 1 Discussion of Evaluation Tools According to Area of Evaluation Group 1: Area 1 Group 2: Area 3 Group 3: Area 2 and Area 4		Continuation of Workshop 1	Continuation of Workshop 1	Plenary 6: Presentation of the Guide in the Team Evaluation (Team Evaluation 1)	Continuation of Workshop 2	Continuation of Workshop 3	Continuation of Workshop 3: Checking of Outputs & Revisions)	-do-	
TRAVEL TIME											



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DEPARTMENT OF EDUCATION REGION VIII - EASTERN VISAYAS

1:31 p.m. - 2:00 p.m.	Day 0 (Mon) April 22	Day 1 (Tue) April 23		Day 2 (Wed) April 24	Day 3 (Thu) April 25	Day 4 (Fri) April 26	Day 5 (Sat) April 27	Day 6 (Sun) April 28	Day 7 (Mon) April 29	Day 8 (Tue) April 30
		Plenary 5: Break Out Sessions: Presentation of the Guide in the Individual Evaluation Continuation of Break-Out Sessions: Group 1: Area 1 - Discussion of Curriculum Guides and Determination of Required Number of Learning Competencies for Unpacking in the TXs and TMs by Learning Area and Learning Area Specialists) Group 2: Area 3 Discussion of Instructional Design by Learning Area Specialists) Accomplishment of Preliminary Evaluation Checklist by Area 3 BAC-TWGs only Distribution of TXs and TMs by BAC-TWG Members Workshop 1: Individual Evaluation Group 3: Area 2 and 4 Start of Workshop 1: Individual Evaluation (Reading and Writing Marginal Notes in the TXs & TMs)		-do-	-do-	-do-	-do-	-do-	-do-	-do-
2:01 p.m. - 3:00 p.m.										Closing Program
3:01 p.m. - 3:15 p.m.										
3:16 p.m. - 3:00 p.m.										
Officer of the Day/ Emcee	TRAVEL TIME	Romero A. Alvarado		Margarite Gabunpua	Janssen Dabnet	Eduardo E. Legantín	Hydelyn N. Cinco	Margarite Gabunpua	Janssen Dabnet	Eduardo E. Legantín
		Hydelyn N. Cinco		Continuation of Workshop 1		Workshop 2: Team Evaluation 1 (Meeting of Same Area)	Continuation of Workshop 2	Continuation of Workshop 3	Checking of Outputs	

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