



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

June 20, 2024

REGIONAL MEMORANDUM

No. **699** s. 2024

**WORKSHOPS ON THE REVIEW AND FINAL CHECKING OF THE REVISED
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 Workshops on the Review and Final Checking of the Revised Grade 1 Textbooks (TXs) and Teacher's Manuals (TMs) in Waray.
2. The specific activities and dates relative to the aforementioned workshops are stipulated below:

No	Activities	Dates	Provision of meals and accommodation	No. of Participants	Venue
1	Workshop on the Review of Revised Grade 1 TXs and TMs in Waray	July 8 - 12, 2024	First meal is AM Snacks on July 8, 2024, and the last meal is PM Snacks on July 12, 2024	20	To be determined
2	Final Checking and Signing Off of Revised Grade 1 TXs and TMs in Waray	July 22- 26, 2024	First meal is AM Snacks on July 22, 2024, and the last meal is PM Snacks on July 26, 2024	11	To be determined
3	Conduct Pre-Delivery and Onsite Inspection by the End-user and Inspectorate Team	September – October 2024	As determined during actual travel	Actual	Publisher's Warehouse/ Storage Area and SDOs/ Districts

3. The Learning Resource Evaluators (LREs) from the Schools Division Offices have been trained to serve as Bids and Awards Committee - Technical Working Group (BAC-TWG) to review/evaluate the revised 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.**
4. The activity aims to:
 - a. review the revised Grade 1 TXs and TMs based from the Summary of Findings, Recommendations, and Revisions (SFRR);
 - b. perform the final checking and signing off of the materials;
 - c. prepare summary of the results of evaluation for presentation to the Bids and Awards Committee (BAC); and
 - d. conduct pre-delivery and onsite inspection of the TXs and TMs.
5. The participants must bring laptop, extension cord, and useful reference materials during the workshop.
6. For guidance of the participants, Program of Activities is attached as **Enclosure B.**
7. Expenses for Board and Lodging including expenses during the pre-delivery and onsite inspection shall be charged against **BLR Downloaded FY 2024 Textbooks and Other Instruction Materials Funds**, while traveling expenses during the workshops 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.


EVELYN R. FETALVERO CESO IV
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 A - Workshop on the Review of Revised Grade 1 TXs and TMs in Waray

**LIST OF LEARNING RESOURCE EVALUATORS (LREs) NATIONAL BAC – TWG
July 8-12, 2024**

No .	Learning Area	Name	Division	Designation	Area of Assignment
1	MAKABANSA	Neil G. Alas	E. Samar	EPS	Area 1
2	MAKABANSA	Ramil P. Bingco	Leyte	PSDS	Area 2
3	MAKABANSA	Arlene de Paz	Leyte	PSDS	Area 3
4	MAKABANSA	Marissa Martillo	Leyte	PSDS	Area 4
5	Language	Cynthia D. Pagatpat	Calbayog City	SH	Area 1
6	Language	Maria Ivy B. Avelino	Leyte	SH	Area 2
7	Language	Jayson Gaduena	Leyte	SH	Area 3
8	Language	Rustum D. Geonzon	Samar	EPS	Area 4
9	Reading & Lit	Reynelda C. Bachao	Catbalogan	SH	Area 1
10	Reading & Lit	Kristian Aldrin B. Cruda	Calbayog City	SH	Area 2
11	Reading & Lit	Rosalyn A. Sosing	Northern Samar	PSDS	Area 3
12	Reading & Lit	Lita V. Jongco	Tacloban City	PSDS	Area 4
13	GMRC	Evelyn C. Adao	E. Samar	EPS	Area 1
14	GMRC	Albino S. Lucaban	Catbalogan City	EPS	Area 2
16	GMRC	Noel E. Sagayap	Calbayog City	EPS	Area 3
17	GMRC	Imelda E. Gayda	E. Samar	EPS	Area 4
18	BAC-TWG-QA Management Team	Joy B. Bihag	RO	LR EPS QA-TWG-Chair	
19		Eduardo E. Legantin	So. Leyte	EPS, LR QA-TWGMember	
20		Marjorie P. Gabumpa	Catbalogan City	PDO, QA-TWG Member	

Enclosure A - Final Checking and Signing Off of Revised Grade 1 TXs and TMs in Waray

**LIST OF LEARNING RESOURCE EVALUATORS (LREs) NATIONAL BAC – TWG
July 22-26, 2024**

No.	Learning Area	Name	Division	Designation
1	MAKABANSA	Ramil P. Bingco	Leyte	PSDS
2	MAKABANSA	Marissa Martillo	Leyte	PSDS
3	Language	Maria Ivy B. Avelino	Leyte	SH
4	Language	Rustum D. Geonzon	Samar	EPS
5	Reading & Lit	Kristian Aldrin B. Cruda	Calbayog City	SH
6	Reading & Lit	Lita V. Jongco	Tacloban City	PSDS
7	GMRC	Albino S. Lucaban	CatbaloganCity	EPS
8	GMRC	Imelda E. Gayda	E. Samar	EPS
9	BAC-TWG-QA Management Team	Joy B. Bihag	RO	LR EPS QA-TWG- Chair
10		Eduardo E. Legantin	So. Leyte	EPS, LR QA-TWG Member
11		Hydelyn N. Cinco	RO	Librarian EPS QA-TWG- Chair

Enclosure B

Final Checking and Signing Off of Revised Grade 1 TXs and TMs in Waray July 15-19, 2024

P R O G R A M M E O F A C T I V I T I E S

Time	Day 1 July 15, 2024	Day 2 July 16, 2024	Day 3 July 17, 2024	Day 4 July 18, 2024	Day 5 July 19, 2024
8:00 a.m.-8:30 a.m.	Registration and Attendance	MOL	MOL	MOL	MOL
8:31 a.m. – 9:00 a.m.	Opening Program - Philippine National Anthem - Prayer - Introduction of Participants - Welcome Remarks - Statement of Purpose - House Rules & Workshop Protocols	Continuation of Workshop 1	Workshop 1:	Plenary 4: Reminders in Team Evaluation	Continuation of Workshop 2: Finalization of the Summary of Findings, Recommendations, and Revisions by Title
9:01 a.m. – 9:30 a.m.				Workshop 2: Team Evaluation (Meeting of QA Teams with the Same Title of Assigned TX & TM)	
9:31 a.m. – 10:00 a.m.					
H E A L T H B R E A K					
10:01 a.m. -10:15 a.m.	Plenary 1: Review of the Quality Assurance Process Flow and Status of the Stage 2 Evaluation - Review of Revised	Continuation of Workshop 1	Continuation of Workshop 1	Continuation of Workshop 2	Continuation of Workshop 2: Submission of Outputs
10:16 a.m. – 11:00 a.m.	Plenary 2: Review on the Roles and Responsibilities of the BAC-TWG for QA of TXs & TMs Declaration and Signing of Oath of Confidentiality				
11:01 a.m. – 12:00 nn.	Plenary 3: Presentation of the Guide in the Final Checking and Signing Off of Revised TXs and TMs Announcement of Area Evaluators and Distribution of TXs and TMs				
L U N C H B R E A K					
12:01 p.m. – 1:00 p.m.	Workshop 1 Individual Evaluation (Reading and Writing Marginal Notes in the TXs & TMs)	Continuation of Workshop 1	Continuation of Workshop 1 (Accomplishing the Summary of Findings, Recommendations, and Revisions)	Continuation of Workshop 2	Preparation of Summary of Results of Review of Revised TXs and TMs
1:01 p.m. – 3:00 p.m.					
H E A L T H B R E A K					
3:01 p.m. – 3:15 p.m.	Continuation of Workshop 1	Continuation of Workshop 1	Continuation of Workshop 1	Continuation of Workshop 2	Preparation of Summary of Results of Review of Revised TXs and TMs
3:16 p.m. – 5:00 p.m.	Participants reviewed the review of revised guidelines and requirements	Participants read and write marginal notes in the assigned TXs and TMs	Participants meet with teams mates of the same area of evaluation to discuss individual findings	Participants meet with teams mates and validate team's findings	Participants prepare final report and submit outputs
Expected Outputs					
Officer of the Day/Emcee	Hydelyn N. Cinco	Eduardo E. Legantin	Marjorie B. Gabumpa	Hydelyn N. Cinco	Joy B. Bihag

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Enclosure B

Workshop on the Review of Revised Grade 1 TXs and TMs in Waray

July 1-5, 2024

P R O G R A M M E O F A C T I V I T I E S

Time	Day 1 July 1, 2024	Day 2 July 2, 2024	Day 3 July 3, 2024	Day 4 July 4, 2024	Day 5 July 5, 2024	
8:00 a.m.–8:30 a.m.	Registration and Attendance Opening Program - Philippine National Anthem - Prayer - Introduction of Participants - Welcome Remarks - Statement of Purpose - House Rules & Workshop Protocols Plenary 1: Review of the Quality Assurance Process Flow and Status of the Stage 1 Evaluation	MOL	MOL	MOL	MOL	
8:31 a.m. – 9:00 a.m.		Continuation of Workshop 1	Workshop 1:	Plenary 4: Reminders in Team Evaluation	Continuation of Workshop 2: <i>Finalization of the Summary of Findings, Recommendations, and Revisions by Title</i>	
9:01 a.m. – 9:30 a.m.						Workshop 2: <i>Team Evaluation (Meeting of QA Teams with the Same Title of Assigned TX & TM)</i>
9:31 a.m. – 10:00 a.m.						
10:01 a.m.-10:15 a.m.		H E A L T H B R E A K				
10:16 a.m. – 11:00 a.m.	Plenary 2: Review on the Roles and Responsibilities of the BAC-TWG for QA of TXs & TMs <i>Declaration and Signing of Oath of Confidentiality</i> Plenary 3: Presentation of the Guide in the Review of Revised TXs and TMs Announcement of Area Evaluators and Distribution of TXs and TMs	Continuation of Workshop 1	Continuation of Workshop 1	Continuation of Workshop 2		Continuation of Workshop 2: Submission of Outputs
11:01 a.m. – 12:00 nn.						
12:01 p.m. – 1:00 p.m.					L U N C H B R E A K	
1:01 p.m. – 3:00 p.m.	Workshop 1 <i>Individual Evaluation (Reading and Writing Marginal Notes in the TXs & TMs)</i>	Continuation of Workshop 1	Continuation of Workshop 1 <i>(Accomplishing the Summary of Findings, Recommendations, and Revisions)</i>	Continuation of Workshop 2	Preparation of Summary of Results of Review of Revised TXs and TMs	
3:01 p.m. – 3:15 p.m.	H E A L T H B R E A K					
3:16 p.m. – 5:00 p.m.	Continuation of Workshop 1	Continuation of Workshop 1	Continuation of Workshop 1	Continuation of Workshop 2	Preparation of Summary of Results of Review of Revised TXs and TMs	
Expected Outputs	Participants reviewed the review of revised guidelines and requirements	Participants read and write marginal notes in the assigned TXs and TMs	Participants meet with teams mates of the same area of evaluation to discuss individual findings	Participants meet with teams mates and validate team's findings	Participants prepare final report and submit outputs	
Officer of the Day/Emcee	Hydelyn N. Cinco	Eduardo E. Legantin	Marjorie B. Gabumpa	Hydelyn N. Cinco	Joy B. Bihag	



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