

ANNEX A



No.: 450

023-1440  
15 MAY 2023  
6

Republic of the Philippine  
Department of Education

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

<b>Name</b>	<b>MR. ELMAR L. CABRERA</b>
<b>Position/Designation</b>	PDO II
<b>Permanent Station</b>	Schools Division of Negros Oriental
<b>Purpose of Travel</b> (must be supported by attachments)	To attend the Quality Assurance of Deped Developed Learning Resources (DDLRs) and Development of Interactive Materials (RM No. 0291, s. 2023 "Ammendment to RM No. 183, s. 2023)
<b>Host of Activity</b>	DepEd Region VII
<b>Inclusive Dates</b>	May 2-11, 22-26, 2023, June 5-14, 2023, July 10-14, 2023, July 24 to August 2, 2023, August 14-18, 2023 and September 4-9, 2023
<b>Destination</b>	DepEd Applied Nutrition Center , Banilad Cebu City
<b>Fund Source</b>	BLR downloaded funds
<i>I hereby attest that the information in this form and in the supporting documents attached here to are true and correct.</i>	
<b>ELMAR L. CABRERA</b> - PDO II Name and Signature of Requesting Employee	_____ Date
<i>This is to certify that the trip of the requesting employee satisfies all the minimum conditions for authorized official travel and that alternatives to travel are insufficient for purpose stated herein.</i>	
<b>NILITA L. RAGAY EdD</b> OIC-ASDS/CID Chief Name and Signature of Recommending Authority	_____ Date
<b>APPROVED</b>	
<b>NERI C. OJASTRO EdD, CESE</b> Schools Division Superintendent Name and Signature of Approving Authority	<u>5/15/23</u> Date



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS

Office of the Regional Director

MAY 11 2023

REGIONAL MEMORANDUM

No. **0291**, s. 2023

**Amendment to RM No. 183, s. 2023**

*(Quality Assurance of DepEd Developed Learning Resources (DDLRs)  
and Development of Interactive Materials)*

To: Schools Division Superintendents

1. With reference to the previously issued Regional Memorandum No. 183, s. 2023 titled **Quality Assurance of DepEd Developed Learning Resources (DDLRs) and Development of Interactive Materials**, the following changes/additional information are hereby provided:

- *Updated schedule of activities. (Refer to the attached)*
- *All participants are entitled to Compensatory Time Off (CTO) per CSC and DBM Joint Circular No. 2, s. 2004 for days that fall on holidays and weekends.*

2. All other provisions shall remain the same.

3. Immediate dissemination of and compliance with this Memorandum is directed.

**SALUSTIANO T. JIMENEZ, EdD, JD, CESO V**  
Director IV  
Regional Director

STJ/CAR/CLMD/MJCD/mjp



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**Quality Assurance of Kindergarten Learning Experience Self-Learning Modules (KLE-SLMs)  
and Development of Interactive Activities**

**SCHEDULE OF ACTIVITIES**

Activity	Target Date	Number of Days	Target Pax	Number of Pax	Venue
1. Development of Q1 and Q2 Script for the Conversion of Kindergarten Learning Experiences - Self-Learning Modules (KLE-SLMs) to Interactive Activities	March 27-31	5	8 - Script writers 3 - RO	11	DepEd Applied Nutrition Center, Cebu City
2. Development of Q1 and Q2 Kindergarten Learning Experiences - Self-Learning Modules (KLE-SLMs) Interactive Activities - Batch 1	March 27-31	5	6 - Animators; 3 RO 2 - Resource Persons	11	DepEd Applied Nutrition Center, Cebu City
3. Development of Q1 and Q2 Kindergarten Learning Experiences - Self-Learning Modules (KLE-SLMs) Interactive Activities - Batch 2	Apr. 11-15	5	6 - Animators; 3 RO 2 - Resource Persons	11	DepEd Applied Nutrition Center, Cebu City
4. Quality Assurance of Q3 and Q4 Kindergarten Learning Experiences - Self-Learning Modules (KLE-SLMs)	Apr. 11-15	5	4- LREs; 4 - BLR; 2 RO	10	DepEd Applied Nutrition Center, Cebu City
5. Evaluation of Q1 & Q2 Kindergarten Learning Experiences - Self-Learning Modules (KLE-SLMs) Interactive Activities - Batch 1	Apr. 17-21	5	4- LREs; 4 - BLR; 2 RO	10	DepEd Applied Nutrition Center, Cebu City



6. Revision of Q3 & Q4 Kindergarten Learning Experiences - Self-Learning Modules (KLE-SLMs)	Apr. 17-21	5	8 - Script writers 3 - RO	11	DepEd Applied Nutrition Center, Cebu City
7. Evaluation of Q1 & Q2 Kindergarten Learning Experiences - Self-Learning Modules (KLE-SLMs) Interactive Activities - Batch 2	May 2-6	5	4- LREs; 2 - BLR; 2 RO	8	DepEd Applied Nutrition Center, Cebu City
8. Revision of Q1 and Q2 Kindergarten Learning Experiences - Self-Learning Modules (KLE-SLMs) Interactive Activities - Batch 1	May 2-11	10	6 - Animators 3 - RO; 2-BLR	11	DepEd Applied Nutrition Center, Cebu City
9. Final Review and Finalization of Q3 & Q4 Kindergarten Learning Experiences - Self-Learning Modules (KLE-SLMs)	May 8-12	5	8 - Script writers; 3 - RO; 3 - LREs; 2 - BLR	16	DepEd Applied Nutrition Center, Cebu City
10. Revision of Q1 and Q2 Kindergarten Learning Experiences - Self-Learning Modules (KLE-SLMs) Interactive Activities - Batch 2	May 22-26	5	6 - Animators 3 - RO; 2-BLR	11	DepEd Applied Nutrition Center, Cebu City
11. Final Review and Finalization of Q1 and Q2 Kindergarten Learning Experiences - Self-Learning Modules (KLE-SLMs) Interactive Activities - Batch 1	May 22-26	5	6 - Animators; 4-BLR 3 - RO; 2-RPs; 4-LREs	19	DepEd Applied Nutrition Center, Cebu City
12. Final Review and Finalization of Q1 and Q2 Kindergarten Learning Experiences - Self-Learning Modules (KLE-SLMs) Interactive Activities - Batch 2	June 5-9	5	6 - Animators; 4-BLR 3 - RO; 2-RPs; 4-LREs	19	DepEd Applied Nutrition Center, Cebu City
13. Development of Q3 & Q4 Script for the Conversion of Kindergarten Learning Experiences - Self-Learning Modules (KLE-SLMs) to Interactive Activities	Jun 5-9	5	8 - Script writers 3 - RO	11	DepEd Applied Nutrition Center, Cebu City



14. Development of Q3 and Q4 Kindergarten Learning Experiences - Self-Learning Modules (KLE-SLMs) Interactive Activities - Batch 1	Jun 5-14	10	6 - Animators; 1-RP 3 - RO; 2 BLR; 2 LREs	14	DepEd Applied Nutrition Center, Cebu City
<b>LR Portal for Kids Launch - Q1 &amp; Q2 Kinder LRs uploaded - June 26, 2023</b>					
15. Evaluation of Q3 & Q4 Kindergarten Learning Experiences - Self-Learning Modules (KLE-SLMs) Interactive Activities - Batch 1	Jul. 10-14	5	4- LREs; 4 - BLR 2 - RO	10	DepEd Applied Nutrition Center, Cebu City
16. Development of Q3 and Q4 Kindergarten Learning Experiences - Self-Learning Modules (KLE-SLMs) Interactive Activities - Batch 2	Jul. 10-14		5		
17. Evaluation of Q3 & Q4 Kindergarten Learning Experiences - Self-Learning Modules (KLE-SLMs) Interactive Activities - Batch 2	Jul. 24-28	5	4 LREs; 2 BLR 2 - RO	8	DepEd Applied Nutrition Center, Cebu City
18. Revision of Q3 and Q4 Kindergarten Learning Experiences - Self-Learning Modules (KLE-SLMs) Interactive Activities	Jul 24 - Aug 2	10	6 - Animators; 3 - RO; 1-RP; 2 BLR	12	DepEd Applied Nutrition Center, Cebu City
19. Final Review and Finalization of Q3 and Q4 Kindergarten Learning Experiences - Self-Learning Modules (KLE-SLMs) Interactive Activities - Batch 1	Aug 14 - 18	5	6 - Animators; 3 - RO; 1-RPs; 2 BLR; 2 LREs	14	DepEd Applied Nutrition Center, Cebu City
20. Final Review and Finalization of Q3 and Q4 Kindergarten Learning Experiences - Self-Learning Modules (KLE-SLMs) Interactive Activities - Batch 2	Sep. 4-9	5	6 - Animators; 8 writers; 4- RO; 2 BLR; 2- LREs; 2-RPs	24	DepEd Applied Nutrition Center, Cebu City
<b>Q3 and Q4 Kinder LRs uploaded to LR Portal for Kids - September 2023</b>					





Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS

Office of the Regional Director

MAR 23 2023

REGIONAL MEMORANDUM

No. **0183**, s. 2023

**Quality Assurance of DepEd Developed Learning Resources (DDLRs) and  
Development of Interactive Materials**

To: Schools Division Superintendents

1. Through the Curriculum and Learning Management Division – Learning Resource Management Section (CLMD-LRMS), this Office will conduct a Series of Activities for the Quality Assurance of DepEd-Developed Learning Resources (DDLRs) and the Development of Interactive Materials from March 2023 to October 2023. See Enclosure 1 for the Schedule of Activities and Enclosure 2 for the List of Participants.
2. This activity shall be given priority because the finalized Q1 and Q2 learning resources shall be uploaded for the launching of LR Portal for Kids. The said portal will be launched by VP Secretary Sara Z. Duterte in the first week of June 2023. Finalized Q3 and Q4 learning resources will be uploaded in October 2023.
3. The activity aims to:
  - a) review and revise the Q1-Q4 Kindergarten Learning Experiences (KLE) and other DepEd-developed learning resources;
  - b) develop interactive materials for the LR Portal for Kids;
  - c) finalize KLEs, DDLRs, and interactive materials; and
  - d) upload finalized learning resources to the LR Portal.
4. Board & lodging, transportation, other incidental expenses incurred by the participants, and honorarium for the external resource person shall be charged against BLR downloaded funds. All expenses are subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination of and compliance with this Memorandum is directed.

**SALUSTIANO T. JIMENEZ, EdD, JD, CESO V**  
Director IV  
Regional Director

STJ/CAE/CLMD/MJCD/mjp



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Quality Assurance of DepEd-Developed Learning Resources (DDLRs) and Development of Interactive Materials

**SCHEDULE OF ACTIVITIES**

Activity	Target Date	Number of Days	Target Pax	Number of Pax	Venue
1. Development of Q1 and Q2 Script for Kinder Interactive Materials	March 27-31	5	Management & Development Team	22	Applied Nutrition Center
2. Development of Q1 and Q2 Interactive Materials	March 27-31; Apr. 10-14	10	Management & Development Team	22	Applied Nutrition Center
3. QA of Q3 and Q4 Kindergarten Learning Experience (KLE) and Activity Sheets	Apr., 10-14	5	Management & QA Team	Co-managed by CO; number of pax and venue TBD	
1. Evaluation of Q1 & Q2 Interactive Materials	Apr. 17-21	5	Management & QA Team	Co-managed by CO; number of pax and venue TBD	
2. Revision of Q3 & Q4 KLE and Activity Sheets	Apr. 17-21	5	Management & Development Team	22	Applied Nutrition Center
1. Revision of Q1 and Q2 Kinder Interactive Materials	May 2-6; May. 8-12	10	Management & Development Team	22	Applied Nutrition Center
2. Final Review and Finalization of Q3 & Q4 KLE and Activity Sheets	May 8-12	5	Management & Development Team	22	Applied Nutrition Center
1. Final Review and Finalization of Q1 and Q2 Interactive Materials	May 22-26	5	Management & Development Team	22	Applied Nutrition Center
1. Development of Q3 & Q4 Script for Kindergarten Interactive Materials	Jun 6-9; Jun 13-17	10	Management & Development Team	22	Applied Nutrition Center
2. Uploading of Q1 - Q2 Activity Sheets and Interactive materials	May 29-Jun 2	Management Team			
<b>LR Portal for Kids Launch - Q1 &amp; Q2 Kinder LRs uploaded - June 2023</b>					
1. Evaluation of Q3 & Q4 Interactive Materials	Jul. 10-14	5	Management & QA Team	Co-managed by CO; number of pax and venue TBD	
2. Revision of Q3 and Q4 Kinder Interactive Materials	Jul 24-28; Jul 31-Aug 4	10	Management & Development Team	22	Applied Nutrition Center
1. Final Review and Finalization of Q3 and Q4 Interactive Materials	Sep. 4-9	5	Management & Development Team	22	Applied Nutrition Center
2. Uploading of Q3 - Q4 Activity Sheets and Interactive materials	Sep. 12-29	Management Team			
<b>Q3 and Q4 Kinder LRs uploaded to LR Portal for Kids - September 2023</b>					



Enclosure No. 2 to RM No. 0183, s. 2023

**Quality Assurance of DepEd-Developed Learning Resources (DDLRs)  
and Development of Interactive Materials**

**LIST OF PARTICIPANTS**

<b>Division/Office</b>	<b>Name</b>	<b>Designation</b>	<b>Role</b>
Cebu Province	Raquel C. Solis	Public Schools District Supervisor	Writer
Cebu Province	Jennifer O. Artiaga	Education Program Supervisor	Writer
Cebu City	Lilia A. Ramirez	Principal III	Writer
Cebu City	Caren S. Selgas	Principal II	Writer
Cebu City	Anatolia U. Patosa	Principal III	Writer
Mandaue City	Joan G. Mari	Principal II	Writer
Mandaue City	Mary Jane B. Codeniera	Principal IV	Writer
Bogo City	Consuelo T. Mago	Principal I	Writer
Talisay City	Dino R. Cuyag	Div. ITO	Illustrator/ Animator
Bayawan City	Jenril A. Natial	Admin Assistant	Illustrator/ Animator
Negros Oriental	Elmar Cabrera	LR PDO II	Illustrator/ Animator
Dumaguete City	Jefferson D. Uy	LR PDO II	Illustrator/ Animator
Guihulngan City	Leo Bill Y. Paglinawan	LR PDO II	Illustrator/ Animator
Tanjay City	Ria V. Omaña	LR PDO II	Illustrator/ Animator
Region	Gilda G. Bancog	Education Program Supervisor	Kinder in-charge
	Maurita F. Ponce	Education Program Supervisor	LR EPSvr
	Juanita F. Negapatan/ Lorideth S. Edicto/ Maria Jasmin C. Jabil	Lib. II/ TAS/ AdAs	LR Staff
BLR-Manila	4 pax		
Private	2 pax	External Resource Person	