



Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**DIVISION OF BAGUIO CITY**  
#82 Military Cut-off Road, Baguio City  
**CID - LRMDS**



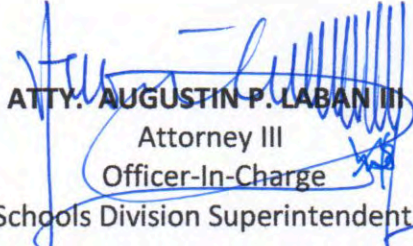
**DEPED** DIVISION OFFICE  
BAGUIO CITY  
SEP 27 2016  
**RELEASED**  
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**DIVISION MEMORANDUM**  
NO. 305, S-2016

**DIVISION QUALITY ASSURANCE OF LEARNING RESOURCES**

**TO: SGOD – Chief, CID – Chief, PSDSs, EPSs, Public School Heads and Teachers**

1. Please be informed that the LRMDS Section of the Division through the Division Learning Resource Evaluators (DLREs) will conduct a Division Quality Assurance of all teacher developed learning resources on October 5-7, 2016 at the Brentwood Apartelle, Imelda Village, Baguio City.
2. DLREs are expected to bring with them individual laptops and extension cords.
3. All learning resources to be quality assured are in digitized form.
4. Please see the following attachments:
  - a. Final List of Division Learning Resource Evaluators
  - b. Final List of Learning Resources
  - c. Evaluation Matrix
5. For your information and guidance.

  
**ATTY. AUGUSTIN P. LABAN III**  
Attorney III  
Officer-In-Charge  
Schools Division Superintendent

<b>DIVISION QUALITY ASSURANCE COMMITTEE</b>		
Consultants	Atty. Augustin P. Laban III	OIC- Schools Division Superintendent
	Rachel M. Bugtong, Ed. D.	Chief Education Supervisor - CID
Division Learning Resources Quality Assurance Supervisor	Jerry C. Ymson	Education Program Supervisor - LRMDS
Quality Assurance Facilitators	Victor A. Fernandez	Education Program Specialist II - LRMDS
	Christopher David G. Oliva	Project Development Officer II - LRMDS
Process Observers	Reynalyn Padsuyan	SEPS- Planning & Research
	Jovelyn Balantin	SEPS - Human Resource Development
Support Group	Lester Libangen	ICT
	Roberto Catap	Driver
	Sharon Castillo	Education Program Specialist II - SMME (QAME)
IPR Group	Priscilla Dis-iv	Librarian II
	Jones A. Tudlong	Teacher - GVNHS
	Helen C. Acop	School Head – Pinget ES
	Danilo P. Gayao	School Head – M. Quezon ES
	Remedios Quiño	School Head – Pacday Quiño ES
	Jenelyn J. Agayo	Teacher – Irisan National High School
Araling Panlipunan Evaluators	Teodora Botis	School Head - Camp 7 ES
	Marina Tabangcura	EPS – ARALING PANLIPUNAN
English Evaluators	Marissa D. Laplana	Head Teacher VI- Araling Panlipunan
	Armi Victoria Fiangaan	OIC – EPS, ENGLISH
	Dolores T. Comom	Head Teacher III-English
	Gemma M. Lomboy	School Head - Happy Hallow ES
	Yolanda Bestoton-Chan	Teacher - Mabini ES
EsP Evaluators	Jacqueline L. Fianza	Teacher - Crystal Cave ES
	Juliet C. Sannad	EPS – Edukasyon sa Pagpapakatao
Filipino Evaluators	Merlyn D. Danglose	Teacher – Baguio Country Club ES
	Marilyn Api-it	EPS - FILIPINO
Mathematics Evaluators	Darna U. Astudillo	Doña Nicasia Puyat ES
	Francisco Copsiyan	EPS - Math
	Marcelino C. Magno	Teacher – M. Quezon ES
Science Evaluators	Mennie S. Challoy	Teacher - Pinsao ES
	Jacqueline Lampac	EPS - SCIENCE
	Rose Melody Flores	Head Teacher III - Science
	Santiago Bugtong	Public Schools District Supervisor
	Benita E. Laranang	Teacher - Bakakeng ES
	Josepha D. Gamsawen	Teacher - San Vicente ES
MAPEH Evaluators	Leonardo Zambrano	Asst. Senior High School Principal - GVNHS
	Hildo Estabillo Jr.	Teacher III – QHNHS
Kinder Evaluator	Maksim Botilas	Master Teacher II - PCNHS
Mother Tongue	Susana Aliping	Public Schools District Supervisor
	Julia Ladiong	Public Schools District Supervisor
	Carmelita B. Nasitem	Teacher - Springhills ES
	Annaliza H. Chegyem	Teacher - DAHBES
Technical Evaluators	Aida C. Alcedo	Teacher - Holy Ghost ES
	Adoniram Basingan	Teacher-in-Charge, Bakakeng NHS
	Charlie Feir	Teacher III – Baguio Central School
	Warren Ambat	Head Teacher VI - BCHS

	Marcelo B. Demeterio	Camp 7 ES
Budget and Supplies	Belen R. Tomin	Budget Officer V
	Herminia Canlas	Division Cashier
	Alice Milan	Division Canvasser

**QUALITY ASSURANCE MATRIX**

Title	Division Quality Assurance of Learning Resources	
Tentative Date	October 5 – 7, 2016	
DAY 1		
		Time
REGISTRATION	Registration	8:00 AM - 8:30 AM
OPENING PROGRAM	National Anthem Prayer Welcome Remarks Message Statement of Purpose Presentation of Participants	8:30 AM - 9:00 AM
GENERAL ORIENTATION	1. Evaluation Guidelines a. IPR b. Educational Soundness c. Educational Quality and Social Content Guidelines c.1 Print c.2 Instructional Aides (Charts/ Manipulatives/Flash Cards ) c.3 Non-print d. Technical Evaluation (LR Accessibility)	9:01 - 10:00 AM
	SNACK BREAK	10:01 AM - 10:15 AM
BREAKOUT SESSION	Done by Learning Area	10:16 AM - 11:59 AM
	LUNCH BREAK	12:00 PM - 12:59 PM
EVALUATION PROPER	Quality Assurance (Individual)	1:00 pm - 3:00 pm
	SNACK BREAK	3:00 pm - 3:15 pm
EVALUATION PROPER	Continuation Quality Assurance (Individual)	3:01 pm – 5:00 pm

DAY 2		
		Time
WARM UP	Management of Learning (MOL) Icebreakers	8:00 AM - 8:30 AM
EVALUATION PROPER	Designation of Evaluation Pairs per Subject Area Quality Assurance (by Pairs)	8:31 AM – 10:15 AM
	SNACK BREAK	10:01 AM - 10:15 AM
	Continuation Quality Assurance (by Pairs)	10:16 AM - 11:59 AM
	LUNCH BREAK	12:00 PM - 12:59 PM
EVALUATION PROPER	Quality Assurance (by Pairs)	1:00 pm - 3:00 pm
	SNACK BREAK	3:00 pm - 3:15 pm
	Quality Assurance (Group)	3:01 pm – 5:00 pm

DAY 3		
		Time
WARM UP	Management of Learning (MOL) Icebreakers	8:00 AM - 8:30 AM
EVALUATION PROPER	Continuation Quality Assurance (Group)	8:31 AM – 10:15 AM
	SNACK BREAK	10:01 AM - 10:15 AM
	Finalization Quality Assurance (Group)	10:16 AM - 11:59 AM
	LUNCH BREAK	12:00 PM - 12:59 PM
EVALUATION PROPER	Finalization and Printing of QA Results	1:00 pm - 3:00 pm
	SNACK BREAK	3:00 pm - 3:15 pm
	Submission of Final QA Results Giving of Certificates	3:01 pm – 5:00 pm