



NOV 21 2018

RELEASED

**DIVISION MEMORANDUM**

No. 551 S. 2018

**TO :** Chief Education Supervisor - CID  
 Public Schools District Supervisors  
 Concerned Schools Heads of Identified Participants  
 All Others Concerned

**FROM :** *[Signature]*  
**FEDERICO P. MARTIN, Ed. D., CED. D., CESO V**  
 Schools Division Superintendent

**SUBJECT :** **IN-HOUSE ILLUSTRATION WORKSHOP FOR THE DEVELOPMENT OF TVL LEARNING RESOURCES CONDUCTED BY THE BUREAU OF LEARNING RESOURCES**

**DATE :** **NOVEMBER 19, 2018**

1. Relative to the exigency providing materials for various TVL specializations, the Bureau of Learning Resources thru BLR Director Edel B. Carag forwarded a memorandum dated October 12, 2018 to the Regional Office of CAR thru Regional Director, May B. Eclar, PhD, CESO V inviting the following teacher-illustrators from our Division to attend the *Workshop on the Development of TVL Learning Resources* at *Hacienda Gracia Hotel and Resort, Lubao, Pampanga* held last *November 4 to 14, 2018*.
2. Due to the sheer volume of illustrations to be crafted, the provided duration during the workshop was not ample enough despite the best efforts rendered by the participants.
3. By this, the Schools Division Office, through the initiative of the Learning Resource Management and Development Section of Baguio City would like to invite the following teacher-illustrators to attend the workshop from November 21 to 25, 2018.

Name	Station	Designation Role
Christopher David Oliva	Schools Division Office	PDO II
Ebanio, Ben Jr.	Baguio City High School	Teacher
Gonzales, Jan Stephen	Lucban ES	Teacher
Laroco, Jerichko Bauer L.	Guisad Valley NHS	Teacher

4. The participants are advised to bring laptops, extension cords, and other ICT Paraphernalia to assist them during the conduct of the workshop.
5. The participants also shall shoulder their own meals and refreshments during the conduct of the workshop.
6. Participants shall be subject to the no-disruption-of-classes policy stipulated in DepEd Order No. 9 S. 2005 entitled *Instituting Measures to Increase Engaged Time-on Task and Ensuring Compliance Therewith*.
7. Service Credits shall be provided to the identified illustrators who will be extending their service in the weekends pursuant to Joint Circular CSC-DBM Joint Circular No. 2 S. 2004 re: *"Non-monetary Remuneration for Overtime Services Rendered"*
8. Immediate and dissemination of this Memorandum to all concerned is required.