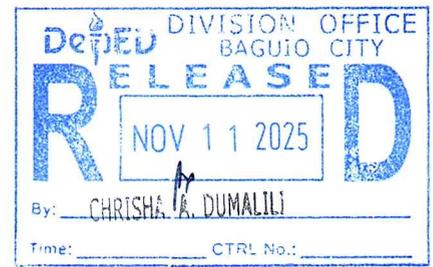




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



November 11, 2025

DIVISION MEMORANDUM

No. **723-2025**

**PARTICIPANTS FOR THE DEVELOPMENT OF INSTRUCTIONAL LEARNING
RESOURCES IN FOOD PROCESSING NC II, ORGANIC AGRICULTURE
PRODUCTION NC II, AND TECHPRO SPECIALIZATIONS**

To: CID and SGOD Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public SHS School Heads
All Others Concerned

1. In line with the Division's commitment to enhance instructional delivery in Technical-Vocational-Livelihood (TVL) programs, this is to inform the following participants that they are designated for the development of Instructional Learning Resources (ILRs) in the following specializations: Food Processing NC II, Organic Agriculture Production NC II, and TechPro Specializations on December 3 to 5 at Bacnotan, La Union.
2. The activity aims to provide quality, contextualized, and competency-based learning materials for learners enrolled in TVL specializations through the contextualized developed ILRs.
3. Prework for this activity will be conducted asynchronously on November 24–28, 2025.
4. Participants (see enclosure 1) are expected to prepare Learning Activity Sheets (LAS) as part of the outputs for this phase.
5. This issuance shall serve as official authority to travel for the above-mentioned participants in connection with the development of instructional learning resources.
6. For inquiries, please feel free to contact Dr. Juliet Sannad, CID Chief, at telephone number 619-3491.
7. Immediate dissemination of this memorandum to all concerned is desired.

Digitally signed by Soraya T. Faculo
Date: 2025.11.11 16:35:54 +08'00'

SORAYA T. FACULO PhD, CESO V
Schools Division Superintendent



Address: 82 Military Cutoff Rd, Baguio, Benguet, 2600
Telephone No.: (074) 665-1231

Email Address: baguio.city@deped.gov.ph

DepEd Tayo Baguio City

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Enclosure 1: Participants

No.	Name	School/Office	Specialization
1	Jazel Aquino	Happy Hollow NHS	RFS - Organic Agriculture Production
2	Francisco Wangag	Happy Hollow NHS	RFS - Organic Agriculture Production
3	Janet Pascua	Happy Hollow NHS	RFS - Organic Agriculture Production
4	Danilo Gayao	Pines City NHS	Food Processing
5	Soledad Copsiyan	Pines City NHS	Food Processing
6	Pilipinas Bayan	Pines City NHS	Food Processing
7	Jermilene Laurian	Pines City NHS	Food Processing
8	Leynard Gripal	Pines City NHS	Food Processing
9	Noriel Fomeg-as	Pines City NHS	Food Processing
10	Jomari Ocampo	Pines City NHS	Food Processing
11	Harrison Lisnang	Pines City NHS	Food Processing
12	Jerickho Bauer Laroco	Pines City NHS	Food Processing
13	Edna Ouana	Pines City NHS	Food Processing
14	Jessical Angeleo	Baguio City HS	Food Processing & Kitchen and Hotel Operations
15	Dailyn Gorio	Baguio City HS	Food Processing & Kitchen and Hotel Operations
16	Blacio Mabanag	Baguio City HS	Food Processing & Kitchen and Hotel Operations
17	Mary Ann Dajucon	Baguio City HS	Food Processing & Kitchen and Hotel Operations
18	Grace Cuyahon	Baguio City HS	Food Processing & Kitchen and Hotel Operations
19	Shalin Francine Angcaway	Baguio City HS	Food Processing & Kitchen and Hotel Operations
20	Diona Palayen	Baguio City HS	Food Processing & Kitchen and Hotel Operations
21	Maria Luisa Mirano	Baguio City HS	Food Processing & Kitchen and Hotel Operations
22	Daphne Felix	Baguio City HS	Food Processing & Kitchen and Hotel Operations
23	Fernando Esteban	Baguio City HS	Food Processing & Kitchen and Hotel Operations
24	Gary Farong	San Vicente NHS	Entrepreneurship
25	Maria Joan Andayan	San Vicente NHS	Entrepreneurship



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26	Loida Mangangey	SDO Baguio - CID	RFS - Organic Agriculture Production, Food Processing
27	Mary Jane Malihod	SDO Baguio - CID	RFS - Organic Agriculture Production, Food Processing
28	Juliet Sannad	SDO Baguio - CID	Chief - CID
29	Carmel Meris	SDO Baguio	ASDS
30	Soraya T. Faculo	SDO Baguio	SDS



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3-Day Workshop and Development Program
Development of Instructional Learning Resources
for TVL Specializations

Prework Phase (November 24–28, 2025)

Mode: Asynchronous

Expected Output: Draft Learning Activity Sheets (LAS) for assigned competencies in Food Processing NC II, Organic Agriculture Production NC II, and TechPro specializations.

Submission: Upload drafts to designated Google Drive folder or email to CID office by November 28, 2025.

Day 1: Orientation and Planning

Time	Activity
8:00 – 8:30 AM	Registration
8:30 – 9:00 AM	Opening Program (Invocation, National Anthem, Welcome Remarks)
9:00 – 9:30 AM	Orientation on ILR Development Guidelines
9:30 – 10:30 AM	Presentation of Prework Outputs (LAS)
10:30 – 12:00 NN	Session 1: Standards and Competency Mapping
12:00 – 1:00 PM	Lunch
1:00 – 3:00 PM	Session 2: Writing and Formatting ILRs
3:00 – 4:30 PM	Workshop: Refining LAS into ILRs
4:30 – 5:00 PM	Recap and Announcements

Day 2: Development and Peer Review

Time	Activity
8:00 – 8:30 AM	Recap of Day 1
8:30 – 10:30 AM	Session 3: Integration of Contextualized Content and Assessment Tools
10:30 – 12:00 NN	Hands-on Development of ILRs
12:00 – 1:00 PM	Lunch
1:00 – 3:00 PM	Peer Review and Feedback Session
3:00 – 4:30 PM	Revision and Enhancement of ILRs
4:30 – 5:00 PM	Daily Wrap-up

Day 3: Finalization and Submission

Time	Activity
8:00 – 8:30 AM	Recap of Day 2
8:30 – 10:30 AM	Finalization of ILRs and Quality Check
10:30 – 12:00 NN	Packaging and Digital Submission of ILRs
12:00 – 1:00 PM	Lunch
1:00 – 3:00 PM	Presentation of Final Outputs per Group
3:00 – 4:00 PM	Consolidation and Turnover to CID
4:00 – 5:00 PM	Closing Program (Acknowledgment, Certificates, Closing Remarks)