



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
IPHO Bldg., Sudlon, Lahug, Cebu City



January 12, 2018

DIVISION MEMORANDUM

No. 036, s. 2018

**LESSON PLAN HARVESTING PROGRAM PRE-QUALITY ASSURANCE
INVENTORY AND SUBMISSION VALIDATION CHECKING**

TO : Assistant Superintendents
Chief Education Program Supervisors
Education Program Supervisors/Coordinators
District Supervisors/OICs
Elementary and Secondary School Principals

1. In keeping with our program timeline of the Lesson Plan Harvesting Project, this Office through the Learning Resource Management and Development Section (LRMDS) is organizing a pool of DLP checkers and validators to conduct inventory and compliance validation workshop on January 16 – 19, 2018 at Narra 2, Ecotech Center, Lahug, Cebu City.

2. The checking and validation aims to ascertain and ensure completeness and compliance of all DLP submissions from the districts based on the mechanisms of the DLP harvesting. It will likewise layout the detailed mechanics of the quality assurance process which will commence soon.

3. Identified members of the pre-quality assurance inventory and validation team are directed to be at the venue on January 15, 2018 afternoon for the briefing and organization of the materials. Briefing will start at 3: 00 o'clock in the afternoon. Afternoon snacks and dinner will be served. January 15, 2018 will also be the day 0 of the workshop.

4. All participating members of the checking team shall ensure that there will be no interruption of school operations during their official trip by designating an Officer – in – Charge of the school subject to limitations set forth by existing regulations and management protocols. Please bring laptop with accessories.

5. Traveling expenses are chargeable against local MOOE funds, while food, snacks, venue rental, board, cost of materials and other incidental expenses are chargeable against Division MOOE funds, subject to the usual accounting and auditing rules and regulations.

6. This Memorandum served as **Travel Authority** of all identified participants. Attendance is highly enjoined.

7. Immediate and wide dissemination of and strict compliance with this Memorandum is directed.


RHEA MARIA ANGTUD, Ed.D., CESO VI
Schools Division Superintendent

With enclosure # 1

Telephone Numbers:

Schools Division Superintendent:	(032) 255-6405
Asst. Schools Division Superintendent:	(032) 414-7457
Accounting Section:	(032) 254-2632
Disbursing Section:	(032) 255-4401
Admin/Legal:	(032) 253-7847

Website : www.depedcebuprovince.com

E-mail Add: depedcebuprovince@yahoo.com

Pre-Quality Assurance Inventory and Checking Team	
Elementary	Secondary
1. Maxima Osoros	Marivic Yballe
2. Josephine Villarín	Melvelle del Peña
3. Lutgarda Borgonia	Eva Casinillo
4. Ma. Glynn Sumagang	Darwin Cuyos
5. Raquel Solis	Elma Larumbe
6. Janette Cobrado	Shyrel Barritua
7. Jervies Monterde	Romeo Mejia
8. Samuel Ponce	Candida Purgatorio
9. Josephine dela Torre	Leonita Burreros
10. Jocelyn Pacaldo	Jennifer Casas
11. Joel Umbay	Arlene Buot
12. John Genis Trinidad	Chona Jumao-as
13. Lorna Soco	Clavel Salinas
14. Angeles Bugtai	Reynaldo dela Rama
15. Vicente Tolomia	Ma. Chona Redoble
Facilitator and Staff	
Isaiash T. Wagas, MPA Education Program Supervisor	
Elisa M. Escutin Chaney Gulfan Maryluz Aliser Rellyn Solante Gina Jane E. Rojas Rey Paolo Buot	