



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

December 5, 2023

DIVISION MEMORANDUM

No. **641**, s. 2023

**QUALITY ASSURANCE AND FINALIZATION OF BALIK - KASAYSAYAN
TRAVELOGUES**

To: OIC, Office of the Asst. Schools Division Superintendent
Chief Education Supervisors
Curriculum Implementation Division
School Governance and Operations Division
Education Program Supervisors
Public Schools District Supervisors/OIC of the Districts
Heads of Public Secondary and Integrated Schools
All others Concerned

1. Relative to DM -OUCI-2020-371 titled Finalization of the Balik-Kasaysayan Policy and Guidelines on the Development of Learning Materials, this office through the Curriculum Implementation Division, will conduct a Workshop on Quality Assurance and Finalization of Balik – Kasaysayan Travelogues on December 28-30,2023. Venue will be announced in an advisory.
2. The objectives of this workshop are the following:
 - a. finalize the travelogue integrating Local History and Culture of the municipalities, and
 - b. develop learning materials featuring their respective locality and community.
3. Participants to this activity are the 18 Araling Panlipunan District Coordinators ,18 Learning Resources District Coordinators and 18 AP Secondary School Coordinators, found in Enclosure 1 of this memorandum.
4. The 18 Araling Panlipunan Coordinators are requested to bring their crafted travelogues, laptops, and extension cords.
5. Expenses relative to the conduct of this activities such as food and incidental expenses of participants during the conduct of the training shall be charged to the LR Funds while their travel expenses are chargeable to their School MOOE funds subject to the usual accounting and audit procedures.
6. Participants and trainers are entitled to service credits in accordance with DepEd Order No. 53, s. 2003 titled: *Updated Guidelines on the Grant of*



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Vacation Service Credits to Teachers. On the Other Hand, Non-Teaching personnel including the management staff shall be provided with Compensatory Time Off (CTO) as per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on *Non-Monetary Remuneration for Overtime Service Rendered.*

7. It is understood that the conduct of this activity, there shall be no discrimination in the provision of learning and development program on account of age, civil status, disability, religion and other factors, and personal circumstances that run counter to the principles of equal opportunity.
8. Immediate dissemination of this memorandum desired.

MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent

Encl: As stated
Reference: As stated
To be indicated in the Perpetual Index
under the following subjects:

CURRICULUM PROGRAMS



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Enclosure No.1

List of Participants

Names	School
1. Mary Ann Roxas EdD	Panay District
2. Ruel Carillo	Pontevedra District
3. Jose Villanueva	Pres. Roxas District
4. Alan Dorado	Maayon District
5. Arnold Ani	Pilar District
6. Arnel Dumalag	Panitan District
7. Leony Veedor	Ivisan District
8. Choly Villanueva	Sigma District
9. Arlyn Luces	Mambusao West
10. Josie Ponce	Mambusao East
11. Roger Llorito	Jamindan
12. Evangeline Faraon	Dao
13. Romy Bermudo	Cuartero
14. Olga Frac	Dumalag
15. Edalie Segundera	Dumarao
16. Juliet Jimenez	Tapaz East
17. Marlyn Gardose	Tapaz West
18. Emily Victoriano	Sapian
19. Ronel Bechayda	CLANHS
20. Ever Ciudadano	CapizNHS
21. Teresita Naelgas	Jose Diva NHS
22. Elena Sajonia	Marciano Patricio NHs
23. Anthony Duenas	Maayon NHS
24. Jocelyn Ebron	Leodegario Deocampo NHS
25. Ma. Luz Lachica	Ivisan NHS
26. Rosela Villaruz	Vicente Andaya NHS
27. Marilou Morales	Dao NHS
28. Francisco Lamayo	Cuartero
29. Judy Castro	Dumalag
30. Art Silva	Dumarao
31. Gedeliza Homballas	Tapaz East
32. Rita Shiela Palomar	Tapaz West
33. Mary Joy vigo	Jamindan
34. Samelito Farillon	David Moises NHS
35. Jonell Edward Tipon	FCYNHS
36. Agnes Dagaas	Sapian NHS
37. Ailyn Ureta	Cuartero
38. Kristine Mae Alvaira	Dao
39. Mercedes Frial	Dumalag
40. Renerio Dando	Jamindan
41. Paulino Dumagpi	Maayon
42. Amancio Villaruz Jr.	Mambusao East
43. Anthonieta Berganio	Mambusao West



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44.	Lourdes Oropio	Panay
45.	Robert Begas	Panitan
46.	Ludy Ann Dichosa	Pilar
47.	Esmeralda Dagnil	Pres. Roxas
48.	Maria Nimfa Aniar	Sapian
49.	Janeth Palomo	Sigma
50.	Ma. Jane Gardose	Tapaz East
51.	Jay Loberiza	Tapaz West
52.	Glenn Dollete	Division LR Coordinator
53.	Ronald Dile	SEPS M and E
54.	Sephora Roldan	EPS-AP