



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

Office of the Schools Division Superintendent

April 21, 2021

DIVISION MEMORANDUM

No. 119, s. 2021

WRITESHOP FOR QUARTER 4 SELF-LEARNING MODULE WRITERS

To: Assistant Schools Division Superintendents
Chief, CID
Public Schools District Supervisors/OICs
Elementary and Secondary School Heads

1. This Office announces the conduct of the **Writershop for Quarter 4 Self-Learning Module (SLM) Writers** on April 26-30, 2021 from 8:00 a.m. to 5:00 p.m. at the following venues:

Venues	Participants	Facilitators
Balamban CS, Balamban 1	EsP	Mr. Jane O. Gurrea
	TLE/TVL	Dr. Jose Garry Napoles
	SHS-Science	Dr. Clavel Salinas
	MAPEH	Mrs. Nenita Jaralve
Tayud NHS, Consolacion 2	Math	Dr. Pamela Rodemio
Tayud ES, Consolacion 2	Filipino & MTB	Mrs. Araceli Cabahug
	Science	Mrs. Virginia Jubiar
		Mrs. Juvimar Montolo
Jugan ES, Consolacion 2	EPP	Mr. Raul Jumao-as
Consolacion CS, Consolacion 1	AP	Mrs. Rosemary Oliverio
Sibonga NHS, Sibonga	English	Dr. Chona Redoble

2. Required to attend this activity are all Quarter 4 Self-Learning Module (SLM) Writers of the different subject areas and grade levels. They will bring the following materials to be used during the writershop:
- 2.1 copy of Q4 MELCs for the assigned subject area and grade level;
 - 2.2 copy of ADM guidelines;
 - 2.3 copy of DepEd Order No. 1, s. 2021;
 - 2.4 text books and other reference materials; and
 - 2.5 laptop.
3. Public Schools District Supervisors (PSDSs) of the host districts are requested to facilitate the preparation of function rooms **and** billeting quarters of the participants in their respective districts.
4. The Medical Section (c/o Dr. Virgilio C. Tantuico/Dr. Asterterrie A. Bernales) is requested to assign at least three (3) nurses at each venue during the entire duration of the activity.

5. The Assistant Schools Division Superintendent In-charge of CID, Dr. Fay C. Luarez and the CID Chief Education Supervisor, Dr. Mary Ann P. Flores are directed to monitor the preparation of SLMs at the different venues.
6. All personnel involved are required to follow IATF **guidelines** and protocols. Wearing of face masks and face shield is compulsory. **Strictly, only ten (10) writers** are allowed per classroom.
7. Transportation, per diem and other related expenses of the school-based participants shall be chargeable against **local school MOOE Funds**, while transportation, per diem and other related expenses of Division Personnel involved shall be chargeable against **Division MOOE Funds**, subject to their availability and the usual accounting and auditing rules and regulations. All personnel involved shall take charge of their own provision (meals and snacks).
8. This Memorandum also serves as Authority to Travel.
9. Immediate dissemination of and compliance with this Memorandum is directed.


MARILYN S. ANDALES EdD, CESO V
Schools Division Superintendent





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