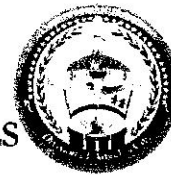




Department of Education  
Region III  
**DIVISION OF CITY SCHOOLS**



Jesus St., Pulungbulu, Angeles City  
Tel. No. (045) 322-5722; 888-0582/Fax (045) 888-6099

10/01/15

3pm

October 1, 2015

**DIVISION MEMORANDUM**

No. 237, S. 2015

**SCREENING AND SELECTION OF LEARNING RESOURCE EVALUATORS**

To : Chiefs, CID and SGOD  
Education Program supervisors  
Public Schools District Supervisors  
All Public Secondary School Heads and Teachers

1. In preparation for the evaluation of the K to 12 learning resources to be submitted by private publishers under a Textbook Call or any other mode of providing learning resources to public schools, the Department of Education (DepEd) will screen and select Learning Resource Evaluators (LREs) nationwide. The LREs will ensure that the learning resources provided to public schools sufficiently develop the competencies, are accurate in content, adhere to social content standards, and comply with the instructional design framework envisioned by the Department of Education.

2. Interested applicant may submit his/her letter of intent along with the supporting documents on or before October 2, 2015.

3. The potential LRE must meet the following minimum qualification standards (MQD):  
Bachelor's Degree holder (preferably in Education)

- With at least 5 years teaching experience in the learning area;
- Has at least 24 hours relevant training in the development and evaluation of instructional materials;
- Not an author, editor, consultant of the learning resources submitted to DepEd for procurement ; and
- Is physically fit, willing, and able to travel to attend and participate in an actual content evaluation activity lasting from eight to ten days and which may not be held in their province/city

4. The potential LREs shall submit the following documents to the Division Screening & Selection Committee (DSSC):

- Personal Data Sheet (PDS)
- Certified true copy of Service/Work Record
- Certified true copy of transcript of records
- Certificates of specialized and relevant trainings from 2010 to the present
- Photocopies of cover and copyright of the instructional materials written, edited, evaluated, or proofread
- Medical certificates

Note: Original documents must be available for authentication

5. Wide and immediate dissemination of this Memorandum is desired.

**LEILANI S. CUNANAN, CESO VI**  
Officer-in-Charge

Office of the Schools Division Superintendent



**Department of Education**  
DepEd Complex, Meralco Avenue, Pasig City, Philippines  
Direct Line: (632) 633-7202 Telefax: (632) 636-4879



**URGENT MESSAGE**

**TO:** ALL REGIONAL DIRECTORS

**ATTENTION:** Curriculum and Learning Management Division Chiefs  
and Regional Learning Resource Evaluation Coordinator

**FROM:** **DINA S. OCAMPO**  
Undersecretary for Programs and Projects

**SUBJECT:** Schedule of Activities of Regional Screening and Selection of Learning Resource Evaluators

**DATE:** September 21, 2015

The Department of Education is preparing for the evaluation of K to 12 learning resources to be submitted by publishers through a Textbook Call. As part of the preparation, the department consulted and trained the DepEd Regional Learning Resource Evaluation Coordinators (RLRECs) on the finalization and implementation of the Guidelines for the Screening and Selection of Learning Resource Evaluators on August 26 to 27, 2015. While awaiting for the approval of the DepEd Memorandum, the regional offices are enjoined to follow the schedule of activities indicated below:

Activities	Target Dates
Dissemination of Information / Submission of Application of Potential LREs to Division	August 12 -- Sept. 9
Orientation of Division Screening and Selection Committee (DSSC)	Sept. 10 - 18
<b>Screening and Selection by Division</b>	
Screening and Selection of Applicants Based on Qualification Standards	Sept. 21 -- Oct. 2
Submission of the List and Documents of Screened and Selected Potential LREs to Region	Oct. 1 - 2
<b>Screening and Selection by Region</b>	
Checking and Validating of List and Documents, Interviewing, and Ranking of Potential LREs	Oct. 5 - 9
Submission of List and Documents of the Screened and Selected Potential LREs to DepEd - Central Office (DepEd-CO)	Oct. 8 - 9
<b>Screening and Selection by Central Office</b>	
Checking, Validating of List and Documents, and Ranking of the Screened and Selected Potential LREs by the Central Office Screening Committee (COSC)	Oct. 12 - 14
<b>Training of LREs</b>	
Preparation for the Workshop / Coordination with Potential LREs	Oct. 14 - 16
Regional Cluster Training Workshops (Clusters A to D)	
Cluster A (CAR, I, II, III)	Oct. 20 - 22
Cluster B (NCR, IV-A, IV-B, V)	Oct. 26 - 28
Cluster C (VI, VII, VIII, IX)	Oct. 27 - 29
Cluster D (X, XI, XII, XIII)	Oct. 27 - 29
Approval of Screened and Selected LREs by DepEd Secretary	Oct. 29
<b>Evaluation of Learning Resources (LRs)</b>	
Preparation for the Workshop and Coordination with LREs by DepEd-CO	Nov. 2 - 5
Workshop on the Evaluation of LR by Selected LREs	Nov. 9 - 20

For any query and clarification, you may call Ms. Besy C. Agamata, Officer-in-Charge, DepEd-Instructional Materials Council Secretariat, Evaluation and Training Division at telephone numbers (02) 631-9294, 634-1054 or cellphone number 0916-6932306.

For your immediate action, please.