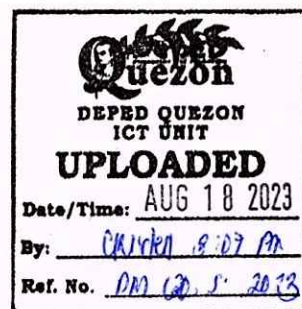




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



16 August 2023

DIVISION MEMORANDUM

DM NO 620 s. 2023

**WORKSHOP ON THE DEVELOPMENT OF MADRASAH EDUCATION PROGRAM (MEP)
LEARNING MATERIALS**

TO: Assistant Schools Division Superintendents
SGOD and CID Chief
Public Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned

1. In line with the implementation of Madrasah Education Program in the Division, activity on the Development, Validation and Finalization of ALIVE Learning Materials shall be conducted on August 21-25, 2023 at Queen Margarett Hotel, Domoit, Lucena City. Meals shall be served from breakfast of August 21 up to dinner of August 25.
2. Participants to this activity are the concerned Division Madrasah Education focal person, alternate focal person, coordinator, Muslim teachers/writers, encoder and facilitators. Please see Enclosure No. 1 for the list of participants. They are advised to bring previously crafted modules/activity sheets, MEP Curriculum, reference materials, laptop, and extension cord for the activity.
3. Expenses of the participants on transportation, food and accommodation shall be charged against MEP Program Support Fund subject to usual accounting and auditing rules and procedure.
4. Pursuant to **DepEd Order No. 291, s. 2008** (Guidelines for the implementation of CSC Resolution No. 080096 on Working Hours for Public School Teachers) and **DO 16, s. 2009** (Addendum to DO 291, s. 2008) participants to this activity is entitled to

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compensatory time off/ service credits for the service rendered on holiday, August 21, 2023.

5. Widest dissemination and compliance to this Memorandum is desired.

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

cid-ims/aci/08/16/2023

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Enclosure No.1 to DM No. 620 s. 2023

LIST OF PARTICIPANTS

Number	NAME	POSITION/DESIGNATION	Role	STATION
1.	Asuncion C. Ila	Division MEP Focal Person	Organizer	SDO-Quezon
2.	German E. Deza	Division MEP Alternate Focal Person	TWG	SDO-Quezon
3.	Basilisa B. Hernandez	Alternate School ALIVE Coordinator	TWG	Gumaca National High School
4.	Ace B. Paulite	Gumaca West District ALIVE Coordinator	Encoder	Gumaca West District
5.	Rodrigo Repia Barreno III	ALIVE Teacher	Writer/Content Evaluator	Lopez/Gumaca National High School
6.	Najiba M. Hashim	ALIVE Teacher	Writer/Content Evaluator	Atimonan Central Elem. School
7.	Norhaima M. Sultan	School ALIVE COORDINATOR	Writer/Content Evaluator	Gumaca NHS
8.	Jee-Ann Borines	ICT	Resource Speaker/ Technical Evaluator	SDO-Quezon
9.	Brenda Z. Guevarra	Teacher 3	Resource Speaker/Language Evaluator	Pagbilao West Elementary School
10.	Invited CO personnel	MEP Enthusiast	Resource Speaker/ Evaluator	DepEd-Central Office
11.	Invited CO personnel	MEP Enthusiast	Resource Speaker/ Evaluator	DepEd-Central Office

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