



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

June 19, 2024

**REGIONAL MEMORANDUM**

No. **699** s. 2024

**WORKSHOPS ON THE REVIEW AND FINAL CHECKING OF THE REVISED  
GRADE 1 TEXTBOOKS (TXs) AND TEACHER'S  
MANUALS (TMs) IN WARAY**

To: Schools Division Superintendents  
All Others Concerned

1. This Office, through the Curriculum and Learning Management Division (CLMD) – Learning Resources Management Section (LRMS), shall conduct Workshops on the Review and Final Checking of the Revised Grade 1 Textbooks (TXs) and Teacher's Manuals (TMs) in Waray.
2. The specific activities and dates relative to the aforementioned workshops are stipulated below:

No	Activities	Dates	Provision of meals and accommodation	No. of Participants	Venue
1	Workshop on the Review of Revised Grade 1 TXs and TMs in Waray	July 1-5, 2024	First meal is AM Snacks on July 1, 2024, and the last meal is PM Snacks on July 5, 2024	20	To be determined
2	Final Checking and Signing Off of Revised Grade 1 TXs and TMs in Waray	July 15-19, 2024	First meal is AM Snacks on July 15, 2024, and the last meal is PM Snacks on July 19, 2024	11	To be determined
3	Conduct Pre-Delivery and Onsite Inspection by the End-user and Inspectorate Team	September – October 2024	As determined during actual travel	Actual	Publisher's Warehouse/ Storage Area and SDOs/ Districts

3. The Learning Resource Evaluators (LREs) from the Schools Division Offices have been trained to serve as Bids and Awards Committee - Technical Working Group (BAC-TWG) to review/evaluate the revised Grade 1 Textbooks (TXs) and Teacher's Manuals (TMs) in Waray per attached **Enclosure A. Strictly no replacement of the identified BAC-TWG members shall be allowed.**
4. The activity aims to:
  - a. review the revised Grade 1 TXs and TMs based from the Summary of Findings, Recommendations, and Revisions (SFRR);
  - b. perform the final checking and signing off of the materials;
  - c. prepare summary of the results of evaluation for presentation to the Bids and Awards Committee (BAC); and
  - d. conduct pre-delivery and onsite inspection of the TXs and TMs.
5. The participants must bring laptop, extension cord, and useful reference materials during the workshop.
6. For guidance of the participants, Program of Activities is attached as **Enclosure B.**
7. Expenses for Board and Lodging including expenses during the pre-delivery and onsite inspection shall be charged against **BLR Downloaded FY 2024 Textbooks and Other Instruction Materials Funds**, while traveling expenses during the workshops against the **Division/School Local Funds**, subject to the usual auditing and accounting rules and procedures.
8. Immediate dissemination of and strict compliance with this Memorandum are desired.

  
**EVELYN R. FETALVERO CESO IV**  
Regional Director

Enclosures: As stated

References: DM 054, s. 2023

To be indicated in the Perpetual Index under the following subjects:

EVALUATION

LEARNING RESOURCES



CLMD-LRMS-JBB