



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
Schools Division of Tabuk City

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Office of the Schools Division Superintendent

25 July 2023

Division Memorandum

No. 181 s, 2023

TO: All Public Schools District Supervisor
 ALL Public Elementary and Secondary School Heads
 All Teachers Participating in the NLC
 All other concerned

CONDUCT OF NLC COLLABORATIVE EXPERTISE AND PREPARATION OF SUPPORT DOCUMENTS FOR THE GRANT OF SERVICE CREDITS AND OTHER INCENTIVES

1. To facilitate the conduct of National Learning Camp collaborative expertise for planning & review and preparation of support documents for the granting of service credits and other incentives, the following shall be implemented and observed:
 - a. LAC teams are organized for the conduct of collaborative expertise as follows:

Cluster 1	Cluster 2	Cluster 3	Cluster 4
TCNHS	Tuga NHS	KNHS	Agbannawag NHS
Balong NHS	New Tanglag NHS	Amlao IS	EKNHS
Dilag IS	Bado Dangwa NHS	Balawag NHS	Bulo NHS
Appas IS	Bantay NHS	STIS	Lacnog IS
Laya IS	Toppan IS	Calaccad NHS	San Pablo IS
	Naneng NHS	Cudal NHS	NAINHS
	Dupag NHS		Malledda IS
	Nambucayan NHS		

- b. The LAC leaders of the different clusters and learning areas are assigned as follows:

Learning Area	Cluster 1	Cluster 2	Cluster 3	Cluster 4
English	Sirikit Odan	Avelina Trinidad	Marieta Bas-ilen	Anabel Salida
	Charise Longan	Eleonor Mesakaraeng	Leona Dela Cruz	Delia Bangcoleng
		Perlita Agustin	Leah Dawagan	Roman Also
		Annette Ismael		Amelia Tulni
Science				Vanessa Sicwat
	June Gawigawen	Elvira Tabag	Lorraine Marcos	Gemma Bumanglag



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	Petronila Buslig	Randolf Cudal	Mabel Lingayo	Gayrose Canao
	Joan Orense	Carolina Torres		Dorothy Pacia
Math	Judy Abbacan	Eden Tuppiyac	Erene Emralino	Eufrenia Dawagan
	Raymar Galinggan	Verlyn Tawagon	Edwin Latawan	Jasmin Bangisan
	Raquel Ballinan	Chrislyn Reyes	Avelina Padilla	Jevilyn Dalimag
		Jenifer Carpio		Joy Taynan
				Jay-ar Dalimag

c. LAC leaders shall ensure that all teachers' and learners' materials shall be reviewed, resolved identified issues, share ideas to improve delivery, and prepare final plan.

d. Each LAC team shall document the LAC sessions conducted during collaborative planning and review. The minutes/LAC report shall be the basis of the service credit and the incentive for these days.

e. Teachers shall prepare their Daily Time Record for the duration of the learning camp. The DTR shall be supported with daily reflection following the template below. This shall be used only as reference and supporting document for the granting of service credits and other incentives.

Date	Reflection/ Insight

2. For information and immediate dissemination of this memorandum is desired.

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Schools Division Superintendent



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