

Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF TABUK CITY
BCS Compound, Purok 02, Bulanao Norte, Tabuk City

Office of the Schools Division Superintendent

August 15, 2025

DIVISION MEMORANDUM
No. 346, s.2025

**CONDUCT OF DIVISION TRAINING WORKSHOP ON CONTEXTUALIZATION
OF MULTIGRADE INSTRUCTIONAL MATERIALS AND LEARNING ACTIVITY SHEETS**

To : Chiefs, Unit Heads
Public Schools District Supervisors
Public Elementary MG School Heads
All Others Concerned

1. This office announces the conduct of **Conduct Of Division Training Workshop on Contextualization of Multigrade Instructional Materials and Learning Activity Sheets** on August 20-22, 2024 at Bayview Country Inn, Santa Ana, Cagayan.
2. The activity aims to:
 - a. Deepen understanding of the concepts and principles of contextualization and indigenization;
 - b. Aligned contextualized IMs and LASs with the Revised (MATATAG) K to 10 curriculum and localized competencies; and
 - c. Developed multigrade IMs and LASs adhered to the standards and quality assurance parameters in developing contextualized materials.
3. Participants and TWGs in this activity are listed in enclosure 1 prioritizing based on the updated MG profiles per school. Participants are further advised to bring with them their android cellphones with loaded data, laptops, and extension cords for the 3-day workshop. One and half day service credits and compeansatory time off is given to all pax on August 21, 2025 which was declared as non-working holiday.
4. Meals, snacks, accommodation, travel and other incidental expenses of the participants shall be charged against 2025 Division Multigrade Support Funds (PSF) subject to the usual accounting, auditing rules and regulations.

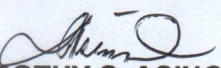


Address: BCS Compd., Bulanao Norte, Tabuk City, Kalinga
Email: tabuk.city@deped.gov.ph
Website: <https://www.depedtabukcity.com>

5. First meal will be served on the dinner of August 19, 2025 and check-in time begun at 2:00 O'clock in the afternoon.
6. This memo shall also serve as a travel order for the participants listed in enclosure 1.
7. Immediate and wide dissemination of this memorandum is highly encouraged.

BENEDICTA B. GAMATERO PhD CESO V
Schools Division Superintendent

For the authority
of the Schools Division Superintendent


DOROTHY S. ASINGAL
Administrative Officer V




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**Participants on the Conduct of Division Training-Workshop on
Contextualization of MG Instructional Materials and Learning Activity Sheets**

No.	Name of Participants	Position	School/Office	Term of Reference
1	Gamatero, Benedicta B.	SDS	OSDS	Program Owner
2	Peña, Jan Nowel E.	ASDS	OSDS	Co- Program Owner
3	Binhaon, Robert B.	PSDS	CID	TWG/Secretariat
4	Sumarita, Nicasio Jr. C.	EPS	CID	Learning Manager
5	Candilario, Shamgar Louie G.	EPS II	SGOD	Learning Facilitator
6	Alunday, Henry M.	PSDS	CID	TWG/QA Team
7	Chac-ip, Irene Joy M.	T - 1	Gradual Disc, ES	Writer/Developer
8	Agpad, Joan Grace	T - 3	New Bangad ES	Writer/Developer
9	Alunday, Rowena L.	MT - I	New Balbalan ES	Writer/Developer
10	Atayan, Neicy B.	T - 3	Sotto ES	Writer/Developer
11	Balneg, Robert L.	T - 3/TIC	Camp Con. Balweg	Writer/Developer
12	Banutan, Daisy A.	HT - I	Gaogao/Dupag ES	Writer/Developer
13	Barnatia, Mary Jane	T - 3	Burayukan ES	Writer/Developer
14	Clemencia, Nelyn B.	HT - 3	Gradual Disc. ES	Writer/Developer
15	Colangao, Ashlyn M.	MT - I	Bayabat ES	Writer/Developer
16	Comia-as, Rowena Ann P.	T - 3	Mallong ES	Writer/Developer
17	Velasco, Revelyn F.	MT - I	Gaogao ES	Writer/Developer
18	Edas, Oraline	T - 3	Bullaguian ES	Writer/Developer
19	Dawadao, Leah Mae B.	MT - I	Addang ES	Writer/Developer
20	Fulgencio, Genevive R.	T - 3	Lucog ES	Writer/Developer
21	Gumabol Mary Jane G.	T - 3 /TIC	Paligatto ES	Writer/Developer
22	Kissob, Linda W.	HT - I	Hilltop ES	Writer/Developer
23	Ladyong, Naty D.	T - 1	Dupag ES	Writer/Developer
24	Licudine, Florian R.	MT - I	Nambucayan ES	Writer/Developer
25	Banggawan, Ritzel	T - 3	Amlao IS	Writer/Developer
26	Malamnao, Judy-Ann B.	T - 3	Tuliao ES	Writer/Developer
27	Pasingan, Annabelle C.	T - 3/TIC	New Balbalan ES	Writer/Developer
28	Puegan, Dianne Joyce A.	T - 3	Balatoc ES	Writer/Developer
29	Sappa, Gemma O.	T - 3	Callagan ES	Writer/Developer
30	Simangan, Ricky D.	T - 3/TIC	Sotto ES	Writer/Developer

Prepared by:


NICASIO C. SUMARITA, JR.
 EPS - MG Focal