



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



June 2, 2025

REGIONAL MEMORANDUM

No. 484, s. 2025

To: Schools Division Superintendents
All Others Concerned

**WORKSHOP ON THE REVIEW OF THE DEVELOPED MADRASAH
EDUCATION PROGRAM (MEP) LEARNING RESOURCES**

1. The Department of Education – National Capital Region (DepEd-NCR) through the Curriculum and Learning Management Division (CLMD) – Learning Resource Management Section and Madrasah Education Program (MEP) shall conduct the above-mentioned activity on June 9-13, 2025, at Eurotel Hotel, North EDSA, Quezon City.
2. The activity aims to:
 - Review the developed Contextualized Lesson Exemplars and Learning Activity Sheets for Key Stage 1 (Kindergarten to Grade 3 level) from Quarters 1-4.
 - Create high-quality, culturally sensitive, and engaging instructional materials aligned with the DepEd K-12 curriculum and the Most Essential Learning Competencies (MELCs) for Muslim learners in NCR.
 - Enhance the Quality of Teaching and Learning, providing educators with structured and well-designed lesson exemplars and activity sheets that integrate Islamic values and real-life applications to improve student engagement and comprehension.
3. The participants in this activity are the Division Madrasah Education Program Supervisors/Coordinators, ALIVE teachers, content validators, language editors, and Learning Resource Supervisors. The number of participants should be within the allotted pax per division.
4. In addition, participants are advised to observe the following:
 - Registration time is 8:00 – 10:00 AM on the first day. First meal is morning snack, and the last meal will be afternoon snack on the last day.
 - The activity is a live-in training. All participants are enjoined to stay in the venue for the entire duration of the seminar. Leaving the venue or failing to stay for the full duration without prior approval from the management team may result in non-issuance of the certificate of participation and/or other applicable consequences.
 - Participants are requested to bring their own laptop and extension cord.

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- Participants must be physically fit and must not have undergone any major or minor operation in the past one to two years.
- Program Management Team and staff are advised to be in the venue in the afternoon before day 1 for the orientation and simulation.
- Attached is the list of Training Management Team, Facilitators, Indicative Program of Activities and List of Participants. The participants should pre-register through this link: <https://tinyurl.com/MEP-REVIEW-REG> on or before June 3, 2025.

5. Board and lodging of the participants and other expenses relative to the conduct of the activity shall be charged to **OSEC-NCR-24-1852 (LR Funds)** while transportation of the participants and other incidental expenses shall be charged against the **Division 2025 Madrasah Education Program (MEP) Funds and Local Funds**, should there be deficiencies in the downloaded funds, subject to the usual government accounting and auditing rules and regulations. The participation of teachers is **purely voluntary** and entitles them to service credits in accordance to DO 53 s. 2023, "Updated Guidelines on Granting Vacation Service Credits to Teachers" and the Amendment to DepEd Order (DO) No. 009, s. 2024, titled "Implementing Guidelines on the School Calendar and Activities for the School Year 2024-2025, subject to existing DepEd rules and regulations.

6. Consequently, the participation to this activity of non-teaching personnel that falls on a weekend and holiday entitles them to a one and a half day (1.5) compensatory overtime credit (COC) per day, pursuant to DepEd Order No. 53, s. 2003 and CSC and DBM joint circular no. 2 s. 2004.

7. Immediate dissemination of and strict compliance of this Memorandum are desired.



JOCELYN DR ANDAYA

Regional Director, NCR
and concurrent Officer-in-Charge
Office of the Assistant Secretary for Operations

CLMD/CAVillanueva2025

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PARTICIPANTS

SDO	EPS	CONTENT VALIDATOR	Language Editor	LR Supervisor
Caloocan	John Patrick A. Palad	To Be Identified by the SDO (4 Pax)	To Be Identified by the SDO (2 Pax)	Daniel Lorenzo
Las Pinas	Maribel P. Panganiban	To Be Identified by the SDO (4 Pax)	To Be Identified by the SDO (2 Pax)	Jennifer L. Tubello
Makati	Romulous P. Guino	To Be Identified by the SDO (2 Pax)	To Be Identified by the SDO (2 Pax)	Tom P. Galiza
Malabon	Cynthia P. Farma		To Be Identified by the SDO (2 Pax)	Dalisay E. Esquerro
Mandaluyong	Jovy D. Balbuena	To Be Identified by the SDO (2 Pax)	To Be Identified by the SDO (2 Pax)	Ruby E. Baniqued
Manila	Amalia C. Solis	To Be Identified by the SDO (6 Pax)	To Be Identified by the SDO (2 Pax)	Lucky S. Carpio
Marikina City	Leah A. De Leon	To Be Identified by the SDO (1 Pax)	To Be Identified by the SDO (2 Pax)	Ivy Coney A. Gamatero
Muntinlupa	Marissa M. Andanza	To Be Identified by the SDO (4 Pax)	To Be Identified by the SDO (2 Pax)	Gina U. Urquia



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Navotas	Josephine N. Tobias	To Be Identified by the SDO (2 Pax)	To Be Identified by the SDO (2 Pax)	Elsa R. Mata
Parañaque	Angelica A. Libera	To Be Identified by the SDO (4 Pax)	To Be Identified by the SDO (2 Pax)	Rante Gracia
Pasay	Normina B. Hadjiyunnos	To Be Identified by the SDO (9 Pax)	To Be Identified by the SDO (2 Pax)	Normina B. Hadjiyunnos
Pasig	Ceasar Gonzales	To Be Identified by the SDO (4 Pax)	To Be Identified by the SDO (2 Pax)	Wilma Q. Del Rosario
Quezon City	Roger S. Tamondong	To Be Identified by the SDO (8 Pax)	To Be Identified by the SDO (2 Pax)	Precilla Paurillo
San Juan	Ma. Lucila G. Anatalio	To Be Identified by the SDO (2 Pax)	To Be Identified by the SDO (2 Pax)	Jonas Feliciano Domingo
TAPAT	Jennifer G. Rama	To Be Identified by the SDO (8 Pax)	To Be Identified by the SDO (2 Pax)	Daisy L. Mataac
Valenzuela	Florita R. Matic	To Be Identified by the SDO (4 Pax)	To Be Identified by the SDO (2 Pax)	Myron B. Roque



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MANAGEMENT TEAM

No.	NAME	Designation		Office
1	Micah G. Pacheco	OIC – Chief	Education Program Supervisor	RO – CLMD
2	Dennis M. Mendoza	Education Program Supervisor	Chairperson LRMS - Head	RO – CLMD
3	Charito A. Villanueva	Education Program Supervisor	Chairperson ALS/MEP	RO – CLMD
4	Eloisa Marie Baylon	Contract of Service	Technical Support Staff	RO - CLMD

TECHNICAL WORKING GROUP

No.	NAME	Designation	Division	Committee
1	Myla B. Ramirez	EPSA	Mandaluyong City	Secretariat
2	Cindy F. Obiena	EPSA	Navotas City	Certificates and Logistics
3	Gelyn R. Lagman	EPSA	Pasay City	Documentation and Video Editing
4	Jennilyn G. Ching	EPSA	Quezon City	Accommodation
5	Marival C. Sapad	EPSA	Caloocan City	Registration and Attendance