




Republic of the Philippines  
Department of Education  
Region XII  
**CITY SCHOOLS DIVISION OF TACURONG**  
City of Tacurong



**DIVISION MEMORANDUM**

No. 6, s. 2017

TO: **Chiefs, Curriculum Implementation and  
School Governance and Operations Divisions  
Education Program Supervisors  
Cluster Heads  
Elementary and Secondary School Heads  
This Division**

FROM: *for*  **ROMELITO G. FLORES, CESO VI**  
OIC - Schools Division Superintendent *8*

SUBJECT: **SCREENING AND SELECTION OF POTENTIAL LEARNING  
RESOURCE EVALUATORS (LREs)**

DATE: January 16, 2017

1. In reference to DepEd Memorandum No. 217, s. 2016 entitled Screening, Selection, and Regional Cluster Training – Workshops of Potential Learning Resource, this is to inform the field of the composition of the Division Screening and Selection Committee (DSSC), to wit:

Chair: Arlene Rosa G. Arquiza, Chief, CID  
Co – Chair: Ninfa C. Ortizo, EPS (LRMDS)  
Members: Arlac G. Billano, EPS (English)  
Randy E. Porras, EPS (Science)  
Mary Ann C. Umadhay, EPS (Filipino/Kinder)  
Joseph R. Pilotos, EPS (Mathematics)  
Ma. Sairah N. Hong, EPS (Edukasyon sa Pagpapakatao)  
Agnes A. Villacruz, EPS (Araling Panlipunan)  
Rona N. Tacot, EPS (MAPEH)  
Virgie T. Metal, EPS (TLE)  
Jesus V. De Gracia, Jr., EPS (EPP)

2. Primarily, the DSSC will conduct initial screening and selection of potential Learning Resource Evaluators (LREs) for the different learning areas.

3. Relative to this, all interested teachers, school heads and Education Program Supervisors are encouraged to submit their documents for screening on or January 24, 2017, Attention: **Miss Ninfa C. Ortizo**, EPS, CID Office.

4. Hereunder are the minimum qualification standards (MQS) which shall be met by the potential LREs:

- Bachelor's Degree holder (preferably in Education
- With at least five (5) years teaching experience in the learning area s/he applying as LRE
- Has at least 24 hours relevant training in the development and evaluation of learning resources
- Not an author, editor, or consultant of any commercially – developed learning resources submitted to DepEd for procurement for the last three (3) years from the date of his/her application
- is physically fit, willing, and able to travel to attend and participate in an actual content evaluation activity lasting from eight to ten days in which may not be held in his/her province/city.

5. The documents for submission are as follow:

- Personal Data Sheet (PDS)
- Certified true copy of Service/Work Record
- Certified true copy of transcript of records
- Certified true copy of Certificates of specialized and relevant trainings (from 2010 to the present)
- Photocopies of cover and copyright page of the learning resources written, edited, evaluated or proofread (include certificate to attest the LRs have been quality assured)
- Medical Certificate

*Note:* Photocopies of documents to be submitted should be authenticated by the duly designated officer at the division office. Original documents must be available for authentication during the interview.

6. Attached is Enclosure No. 3a to DepEd Memorandum No. 217, s. 2016, Guide on Rating Qualification Standards, for the ready reference of the interested applicants.

7. Widest dissemination to this Memorandum is enjoined.