



Republic of the Philippines  
**Department of Education**  
REGION XIII – CARAGA  
**SCHOOLS DIVISION OFFICE OF SURIGAO CITY**

December 07, 2020

**Division Memorandum**

No. 219, s. 2020

TO: Assistant Schools Division Superintendent  
Chief – Curriculum Implementation Division  
Learning Resources Manager – Education Program Supervisor  
This Division

**PERSONNEL ENGAGED IN THE FINAL LAY OUTING OF CONFORMANCE  
REVIEWED MODULES**

1. Attached herewith is the Office of the Undersecretary for Curriculum and Instruction Joint Memorandum Number DM-OUCI-2020-369 dated November 16, 2020.
2. This Office hereby adheres to the provisions contained in the same Joint Memorandum Order.
3. Immediate dissemination of this Order is desired.

*[Signature]*  
**KAREN L. GALANIDA, PhD, CESO V**  
Schools Division Superintendent  
*[Signature]*

Reference(s):

Office of the Undersecretary for Curriculum and Instruction Joint Memorandum Number DM-OUCI-2020-369

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

COMPENSATORY OVERTIME CREDIT      LEARNING RESOURCES      PERSONNEL      MODULES



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Republic of the Philippines  
**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND INSTRUCTION DEPARTMENT OF EDUCATION  
 REGION VII, EASTERN VISAYAS

**JOINT MEMORANDUM**  
**DM-OUCI-2020-369**

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**TO :** REGIONAL DIRECTORS  
 SCHOOLS DIVISION SUPERINTENDENTS  
 ALL OTHERS CONCERNED

**FROM :** DIOSDADO M. SAN ANTONIO  
 Undersecretary for Curriculum and Instruction  
 ATTY. REVSEE A. ESCOBEDO  
 Undersecretary for Field Operations

**SUBJECT :** PERSONNEL ENGAGED IN THE FINAL LAY OUTING OF  
 CONFORMANCE REVIEWED MODULES

**DATE :** November 16, 2020

OFFICE OF THE DIRECTOR IV  
 DEC 2020  
 DEC 2020

In order to ensure that final lay outing of the conformance reviewed self-learning modules (SLM) is accomplished on the agreed schedule, the DepEd Central Office has engaged DepEd Personnel from the Regional Offices and Schools Division Offices.

Relative to the aforementioned activity, the selected personnel in the attached list were tasked to prioritize lay outing their assigned SLMs based on the standards and guidelines provided during the orientation by the Bureau of Learning Resources and to submit these on the set deadline as ready to print modules.

In the event that the DepEd Personnel need to work during weekends and holidays, they should be entitled to overtime credit or compensatory time off, at the discretion of their respective head of office, and subject to applicable laws, rules, and regulations. Adjustment of work arrangements shall likewise be made if there are still modules that require urgent actions.

Further, a certificate of recognition shall be given to the DepEd Personnel for the valuable service that they will render.

For compliance and immediate dissemination.

*Attach.: as stated*

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12/9/20

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