



Republic of the Philippines  
**Department of Education**

NATIONAL CAPITAL REGION  
SCHOOLS DIVISION OFFICE – MUNTINLUPA CITY


**Office of the Schools Division  
Superintendent**

**MEMORANDUM**

**PARTICIPANTS TO THE WRITESHOP/REFINEMENT OF THE DEVELOPMENT  
OF MADRASAH EDUCATION PROGRAM CONTEXTUALIZED TEACHING  
AND LEARNING RESOURCES**

To: Assistant Schools Division Superintendent  
Chief Education Supervisor, Curriculum Implementation Division  
OIC-Chief Education Supervisor, School Governance and Operations Division  
Public Elementary and Secondary School Heads / OICs  
All Others Concerned

1. Relative to the attached **Advisory No. 089 s. 2025**, titled, “**Series of Writeshop on the Development of Madrasah Education Program Contextualized Teaching and Learning Resources** and in reference to the Regional Memorandum No. 519 s. 2025 on the conduct of the **Refinement of the MEP Contextualized Teaching and Learning Resources** on *November 10-14, 2025*, this office announces the official list of participants of the above- mentioned activity. Please refer to the attached list.
2. Travel expenses of the participants will be charged to MOOE/Local Funds, subject to the usual government accounting and auditing rules and regulations. This also serves as **Travel Authority** of all concerned.
3. Immediate and wide dissemination of this Memorandum is desired.

  
**VIOLETA M. GONZALES CESO VI**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

Encl: As stated  
To be indicated in the Perpetual Index  
under the following subjects:

MADRASAH EDUCATION PROGRAM WRITESHOP RESOURCES

MMA/PARTICIPANTS TO THE WRITESHOP/REFINEMENT OF THE DEVELOPMENT OF MADRASAH EDUCATION PROGRAM  
CONTEXTUALIZED TEACHING  
452/November 4, 2025



Republic of the Philippines  
Department of Education

NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

**LIST OF PARTICIPANTS: REFINEMENT OF THE MADRASAH EDUCATION PROGRAM CONTEXTUALIZED TEACHING AND LEARNING RESOURCES**

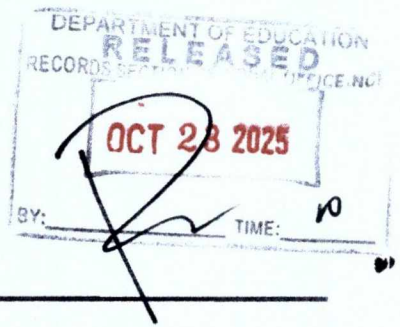
**Venue:** Tuscany Basic Urban Stay, 123 Abanao Extension,  
Rizal Monument, Baguio City

**Date:** November 10-14, 2025

NAME	POSITION	SCHOOL
1. Marissa M. Andanza	DMEPC	SDO
2. Cecilia A. Ilarde	LR Representative	SDO
3. Ma. Theresa Dela Rosa	PSDS-Language Editor	SDO
4. Klarize Bermejo	Illustrator	Muntinlupa Elementary School
5. Nor-ain Angod	Teacher 1-Writer	Alabang Elementary School
6. Roxanne Sarabia	Teacher III-Writer	Alabang Elementary School
7. Sonayah B. Panganting	Teacher I-Content Validator	Cupang Elementary School Main
8. Micaela Rochelle B. Balolot	Language Editor	Soldiers Hills Elementary School
9. Johana Banisil	Muslim Teacher-writer	Alabang Elementary School
10. Hadji Faisal A. Arafat	Muslim Teacher-Content Validator	Alabang Elementary School



Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION




Advisory No. 089 s. 2025  
October 21, 2025

**SERIES OF WRITESHOP ON THE DEVELOPMENT OF MADRASAH  
EDUCATION PROGRAM CONTEXTUALIZED TEACHING AND LEARNING  
RESOURCES**

1. This is in reference to the attached **Regional Memorandum No. 519, s. 2025** on the conduct of the **Refinement of the Madrasah Education Program Contextualized Teaching and Learning Resources** on November 10-14, 2025.
2. The exact venue of the said activity is at *Tuscany Basic Urban Stay, 123 Abanao Extension, Rizal Monument, Baguio City.*
3. Board and lodging of the identified participants and other expenses related to the conduct of the activity will be charged to **OSEC-NCR-24-1852 (LR Funds)** while travel expenses will be charged to **MOOE/Local Funds**, subject to the usual government accounting and auditing rules and regulations.
4. All other provisions of the Memorandum remain.
5. For more information, please contact:

CHARITO A. VILLANUEVA  
Education Program Supervisor  
Curriculum and Learning Management Division  
Email address: charito.villanueva@deped.gov.ph

  
**JOEL T. TORRECAMPO**  
Schools Division Superintendent  
Officer-in-Charge  
Office of the Regional Director



JUN 17 2025

Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION

June 10, 2025

**REGIONAL MEMORANDUM**

No. 519, s. 2025

**To:** Schools Division Superintendents  
All Others Concerned

**SERIES OF WRITESHOP ON THE DEVELOPMENT OF MADRASAH EDUCATION PROGRAM CONTEXTUALIZED TEACHING AND 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) in its continuous efforts to support inclusive education shall conduct the following activities:

Activity	Date	Participants	Venue
Development of MEP Contextualized Teaching and Learning Resources	May 26-30, 2025	Division MEP Supervisors and Focal Persons, select EPSAs, School MEP Coordinators, Teachers and Asatidz, Project Development Officer II or Layout Artists and Illustrators	Tanza Oasis Hotel and Resort, Tanza, Cavite
Review and Quality Assurance of MEP Contextualized Teaching and Learning Resources	June 9-13, 2025	Division MEP Supervisors and Focal Persons, LR Supervisors, ALIVE Teachers and Asatidz, School MEP Coordinators, Education Program Supervisors, Public Schools District Supervisors, Head Teachers, Master Teachers	Eurotel Hotel, North EDSA, Quezon City
Revision of MEP Contextualized Teaching and Learning Resources	June 23-27, 2025	Division MEP Supervisors and Focal Persons, select EPSAs, School MEP Coordinators, Teachers and Asatidz, Project Development Officer II or Layout Artists and Illustrators	Tanza Oasis Hotel and Resort, Tana, Cavite
Review of the Revised of MEP Contextualized Teaching and Learning Resources	July 14-18, 2025	Division MEP Supervisors and Focal Persons, LR Supervisors, ALIVE Teachers and Asatidz, School MEP Coordinators, Education Program Supervisors, Public Schools District Supervisors, Head Teachers, Master Teachers	Apo View Hotel, Davao City
Finalization of MEP Contextualized Teaching and Learning Resources	July 21-25, 2025	Division MEP Supervisors and Focal Persons, LR Supervisors, Education Program Supervisors, PSDSs, Head Teachers, Master Teachers, select EPSAs, School MEP Coordinators, Teachers and Asatidz, Project Development	Within Pasay City

6 Misamis Street, Bago Bantay, Quezon City 1105

[ncr@deped.gov.ph](mailto:ncr@deped.gov.ph) [www.depedncr.com.ph](http://www.depedncr.com.ph)

DepEd TAYO NCR



Certificate No. PMP QMS



Republic of the Philippines  
**Department of Education**  
 NATIONAL CAPITAL REGION

		Officer II or Layout Artists and Illustrators	
Pilot Implementation (Field Validation)			By SDO
Refinement of the MEP Contextualized Teaching and Learning Resources	November 10-14, 2025	Division MEP Supervisors and Focal Persons, select EPSAs, School MEP Coordinators, Teachers and Asatidz, Project Development Officer II or Layout Artists and Illustrators	Within Baguio City

2. The activities aim to:
  - Develop Contextualized Lesson Exemplars and Learning Activity Sheets - 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 - Provide 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 Division MEP Supervisors are requested to identify and submit the names of participants based on the allocations outlined in Enclosure A. The list of participants shall be submitted to CLMD-MEP on or before **June 16, 2025**, through email address **charito.villanueva@deped.gov.ph**. The number of participants should be within the allotted pax per division.
  
4. In addition, participants are advised to observe the following:
  - Registration for each activity is from 8:00 - 10:00 AM on the first day. First meal will be morning snack, and the last meal will be an afternoon snack on the final day.
  - The activities are 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, extension cord and a pocket Wi-Fi to ensure connectivity in case of intermittent internet access during the writeshop.
  - Participants must be physically fit and must not have undergone any major or minor operation in the past one to two years.
  - Participants will be informed of the specific venue through separate communication.
  - The program management team, staff and technical working group are advised to be at the venue on the afternoon before Day 1 of each activity for the orientation and simulation.
  - The list of training management team, technical working group and Indicative Program of Activities is found in Enclosure B.



6 Misamis Street, Bago Bantay, Quezon City 1105

[ncr@deped.gov.ph](mailto:ncr@deped.gov.ph)

[www.depedncr.com.ph](http://www.depedncr.com.ph)

DepEd TAYO NCR



Certificate No. PNP QMS



Republic of the Philippines  
**Department of Education**  
 NATIONAL CAPITAL REGION

- The identified participants must pre-register through the following links to access the necessary documents for pre-work activities **on or before May 10, 2025**.

Activity	Pre-Registration Links
Development of MEP Contextualized Teaching and Learning Resources	
Review and Quality Assurance of MEP Contextualized Teaching and Learning Resources	
Revision of MEP Contextualized Teaching and Learning Resources	
Review of the Revised of MEP Contextualized Teaching and Learning Resources	
Finalization of MEP Contextualized Teaching and Learning Resources	
Pilot Implementation (Field Validation)	
Refinement of the MEP Contextualized Teaching and Learning Resources	

5. Board and lodging, travel expenses of the identified participants and other expenses relative to the conduct of the activities shall be charged to **OSec-NCR-24-1852 (LR Funds)**. If, under any unforeseen circumstances, the travel expenses exceed the initially allocated costs for participants, expenses shall be charged to **MOOE/Local 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 1.5-day compensatory overtime credit (COC), as per 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/C/Villanueva/2025



6 Misamis Street, Bago Bantay, Quezon City 1105

[ncr@deped.gov.ph](mailto:ncr@deped.gov.ph) [www.depedncr.com.ph](http://www.depedncr.com.ph)

DepEd TAYO NCR



Certificate No. PHP CMS