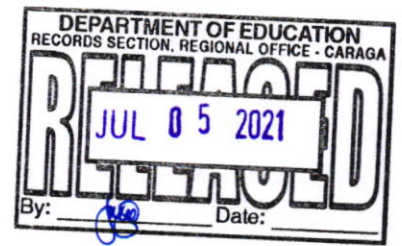




Republic of the Philippines  
**Department of Education**  
 CARAGA REGION



July 5, 2021

REGIONAL MEMORANDUM

No. 463, s. 2021

To: SCHOOLS DIVISION SUPERINTENDENTS  
 This Region

REGIONAL WEBINAR ON THE DEVELOPMENT OF SELF-LEARNING  
 KIT (SLK) ON CAMPUS JOURNALISM FOR SPECIAL  
 PROGRAM IN JOURNALISM (SPJ)

1. The Department of Education, through the Curriculum and Learning Management Division (CLMD), shall conduct a Regional Webinar On The Development of Self-Learning Kit (SLK) On Campus Journalism For Special Program In Journalism (SPJ) on July 6-8, 2021 via Google Meet and FB livestream. The development and quality assurance of materials shall be done on July 9-29, 2021.

2. The activity aims to:  
 a. develop a Self-Learning Kit (SLK) for Special Program in Journalism (SPJ);  
 b. formulate objectives that cater to the students' needs in SPJ; and  
 c. enhance the knowledge, skills and attitude of participants in the development and quality assurance of Self- Learning Kit.

3. The participants to this activity are writers, language editors/content editors, illustrators/lay-out artists of the division. They shall compose the division's development team for quarters 1-4 with the division SPJ focal person. The writers/content editors of the SLK are School Paper Advisers and SPJ teachers who are trained in Campus Journalism. The division quality assurance team headed by the Division CID Chief, assisted by the Division Learning Resource Manager and Members of the Division QA Team (Program Coordinator/Content Evaluator and Learning Resource Evaluators) are also participants to this activity. See enclosure 1 for the template and breakdown of participants.

4. In the conduct of the Quality Assurance activity in the division level, SDOs are advised to invite external experts in Campus Journalism and/or trained and experienced School Paper Advisers for the quality assurance of the content. Only SLKs that have undergone the division quality assurance certified by the QA team shall be subjected to quality assurance of SLK in the regional level on the scheduled date. SDOs shall apply their own strategies on complying the task strictly observing the minimum health standards and IATF protocol.

5. The following timelines shall be observed

Date	Activity	Responsible Person
July 6-8, 2021	Regional Webinar On The Development of Self-Learning Kit (SLK) On Campus Journalism For Special Program In Journalism (SPJ)	Regional SPJ Focal Person



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July 9-14, 2021	Development of SLK in SPJ	SDO Development Team
July 15-21, 2021	Quality Assurance and Finalization of Materials Materials-Division Level	SDO Quality Assurance Team
July 22-29, 2021	Quality Assurance and Finalization of Materials Materials-Regional Level	RO Quality Assurance Team
July 30, 2021	Submission of Ready to Print SLK	SDOs

6. The development and quality assurance teams and program management team who are involved in this activity shall be entitled with a six-day service credits for teaching personnel and Compensatory Time Off of the non- teaching personnel in adherence to DepEd Order No. 53, series of 2003 (Updated Guidelines on the Grant of Vacation Service Credits to Teachers) and Department of Budget and Joint Circular number 2 series of 2004 on non- monetary remuneration for overtime services rendered.

7. Participants to this activity shall earn 15 (fifteen) Continuing Professional Development (CPD) credit units accredited by the Professional Regulation Commission (PRC).

8. Participants shall accomplish the online attendance on time and submission of outputs on or before the deadline. Only participants with complete attendance and complete submission of outputs shall be issued with certificates of participation and recognition.

9. Submission of the ready to print SLK and DTRs in PDF shall be submitted to the Regional SPJ focal person on July 30, 2021.

10. Attached as enclosures are the template and breakdown of participants, matrix of activities and assignment of SDOs.

11. All expenses incurred relative to the conduct of the said activity shall be charged to local funds subject to the usual government accounting rules and regulations.

12. Immediate dissemination of this Memorandum is desired.

  
**EVELYN R. FETALVERO, CESO IV**  
 Director IV *JRS*

Enclosure: as stated

Reference: NONE

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

MATERIALS    SLK            TEACHERS    TRAINING

CLM/gsa  
 07/05/2021