



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO



Office of the Schools Division
Superintendent

September 20, 2024

DIVISION MEMORANDUM
CID- 2024- 798

**SUPPLEMENTARY GUIDELINES ON THE UTILIZATION OF TRANSITION
LEARNING RESOURCES 9 LESSON EXEMPLARS AND WORKSHEETS FOR THE
IMPLEMENTATION OF THE MATATAG CURRICULUM**

To: Public Schools District Supervisors
District Coordinating Principals
Elementary and Secondary Schools Administrators
All Others Concerned

1. Relative to Regional Memo CLMD-2024-545, re: Dissemination of the Supplementary Guidelines on the Utilization of Transition Learning Resources (Lesson Exemplars and Worksheets) for the Implementation of the MATATAG Curriculum, this Office advises all schools to ensure strict observance and adherence to the provisions stipulated in the guidelines.
2. Details of this Memorandum are found in the enclosures.
3. Immediate dissemination of this Memorandum is desired.


PHOEBE GAY L. REFAMONTE, CESO VI
OIC- Schools Division Superintendent



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Republic of the Philippines
Department of Education
 DAVAO REGION

Office of the Regional Director

REGIONAL MEMORANDUM
 CLMD-2024-545

To: Schools Division Superintendents

Subject: **DISSEMINATION OF THE SUPPLEMENTARY GUIDELINES ON THE UTILIZATION OF TRANSITION LEARNING RESOURCES (LESSON EXEMPLARS AND WORKSHEETS) FOR THE IMPLEMENTATION OF THE MATATAG CURRICULUM**

Date: September 9, 2024

Pursuant to Memorandum DM-CT-2024-296, re **Supplementary Guidelines on the Utilization of Transition Learning Resources (Lesson Exemplars and Worksheets) for the Implementation of the MATATAG Curriculum**, this Office advises the Schools Division Offices (SDOs) to ensure strict observance and adherence to the provisions stipulated in the guidelines.

Details of the memorandum are enclosed.

Immediate dissemination and compliance of this Memorandum is directed.

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RELEASED

ALLAN G. FARNAZO
 Director/VA

Enclosed: As stated
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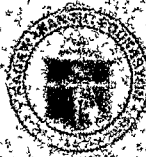
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Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

MEMORANDUM
DM-CT-2024-296

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TO: REGIONAL DIRECTORS,
SCHOOLS DIVISION SUPERINTENDENTS,
PUBLIC SCHOOL HEADS

FROM: 
GINA O. GÓNGORA
Undersecretary for Curriculum and Teaching

SUBJECT: SUPPLEMENTARY GUIDELINES ON THE UTILIZATION OF
TRANSITION LEARNING RESOURCES (LESSON EXEMPLARS
AND WORKSHEETS) FOR THE IMPLEMENTATION OF THE
MATATAG CURRICULUM

DATE: August 16, 2024

1. This memorandum provides supplementary guidelines on the utilization of transition Lesson Exemplars (LEs) and Worksheets (WSs) in the implementation of the MATATAG Curriculum for Grades 1, 4, and 7 specified in the attached Joint Memorandum issued on June 24, 2024.
2. For the purpose of this Memorandum, the following terms are operationally defined:
 - Lesson Exemplar (LE)** is a lesson teaching and learning plan with content and activities aligned with MATATAG curriculum standards to guide teachers in delivering the intended curriculum.
 - Learning Activity Sheet (LAS)** is a learning resource that includes sets of exercises and assessments that complement the delivery of learning exemplars. **Worksheet will be renamed the Learning Activity Sheet.**
3. The transition LEs and LASs are non-consumable. Target users are advised to use a separate answer sheet/notebook in answering the activities. Further, the LEs and LASs shall be retrieved for utilization in the succeeding school year. Therefore, proper care must be observed during utilization.
4. Access to the OneDrive link for the LEs and LASs was shared with the Regional Offices (ROs), Schools Division Offices (SDOs), and Public Schools. Teachers are also encouraged to use digital files.
5. The ROs and SDOs shall include in their regular or special meetings topics to orient all school teachers on the utilization, loss, and proper safeguard copies of LEs and LASs.

6. The ROs, SDOs, and Public Schools shall facilitate the procurement of the production and distribution of LEs and LASSs based on the technical specifications and allocation lists provided by the BLR stated in the Joint Memorandum issued on June 24, 2024.
7. For more information, please contact the Bureau of Learning Resources Production Division (BLR-PD) at the email address blr_pd@deped.gov.ph or call the telephone number (02)8631-4985.
8. Immediate dissemination of this Memorandum is desired.



Republic of the Philippines
Department of Education

JOINT MEMORANDUM

TO REGIONAL DIRECTORS

FROM ANNALYN M. SEVILLA
Undersecretary for Finance

GINA C. GONONG
Undersecretary for Curriculum and Teaching

SUBJECT GUIDELINES IN THE UTILIZATION OF DOWNLOADED PROGRAM SUPPORT FUNDS FOR THE PRODUCTION OF TRANSITION LEARNING RESOURCES (LEARNING EXEMPLARS AND WORKSHEETS) FOR THE IMPLEMENTATION OF THE MATATAG CURRICULUM

DATE June 24, 2024

1. This memorandum is issued to establish the guidelines on the release and utilization of the downloaded Program Support Funds (PSF) for the provision of transition learning resources (LRs) to the regional offices (ROs) for the production and distribution of LRs for the Phase I Implementation of MATATAG Curriculum.
2. A total budget amounting to One Billion Three Hundred Two Million Eight Hundred Eighteen Thousand Three Hundred Eight and 80/100 Pesos (P1,302,818,308.80) under FY 2024 (RA No. 11975) Basic Education Curriculum (BEC) Fund primarily for the production and delivery of transition LRs (Learning Exemplars and Worksheets) for teachers and learners of the School Year (SY) 2024-2025. These LEs and WSs shall serve as learning resources (LRs) for Grades 1, 4, and 7, together with existing or new TXs to be delivered in schools.
3. The Program Support Fund (PSF) shall be downloaded to the selected ROs and may be further downloaded to Schools Division Offices (SDOs) or schools.
4. The ROs, SDOs, or schools shall facilitate the procurement, production, and distribution of materials based on the present number of enrollees and teachers per SDO. The said materials shall be delivered to public elementary schools.
5. The ROs, SDOs, or schools may conduct any applicable procurement production modality pursuant to Republic Act (RA) No. 9184 or the *Government Procurement Reform Act*, and its Implementing Rules and Regulations.

6. The utilization of the funds herein shall be in accordance with the existing budgeting, accounting, auditing, and procurement rules and regulations.
7. In case of any excess or balance from the PSF for the production and distribution of the specified LRs, the balance may be used for procurement or production, as well as delivery thereof, of other requirements, including funding of RO or SDO LR-related initiatives.
8. All downloadable funds under the 2024 BEO Fund must be obligated and disbursed on or before December 31, 2025. The ROs or SDOs, as the case may be, shall ensure the obligation and disbursement of these funds are in accordance with the Cash-Based Budgeting System and consistent with the General Provision of the FY 2024 GAA (R.A. 11975).
9. The SOEs shall be submitted to BLR-LRPD via email: blr.lrpd@deped.gov.ph on the 30th day of every month following the month the fund has been downloaded to the region, and the subsequent months until the said fund has been fully utilized.
10. Attached are Annex A (Budget Allocation per region), Annex B (Detailed Allocation List), and Annex C (Template for SOE). BLR shall also share the link for the LRs and WS to Regional Officers LR Supervisors.
11. The minimum technical specifications to be followed and adopted in the production of LRs and WSs is attached as Annex D. This is without prejudice to other specifications that may hereinafter be issued to the Office of the Undersecretary for Curriculum and Teaching (OUCT).
12. BLR shall continuously gather feedback on how the downloaded funds are utilized, and any challenges in the procurement of the said LRs.
13. For your guidance and strict compliance.

Copy furnished:

ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations