



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OFFICE OF SORSOGON
Capitol Compound, Sorsogon City

January 27, 2020

DIVISION MEMORANDUM
No. 32 s. 2020

CREATION OF DISTRICT LEARNING RESOURCE DEVELOPMENT AND QUALITY ASSURANCE COMMITTEE (District LRDQAC)

To: **Assistant Schools Division Superintendent**
CID and SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisors
Education Program Supervisors
LRMDS Education Program Supervisor
LRMDS Program Development Officers
Education Program Specialists/ ALS
Elementary/Secondary/Senior High School Heads
Elementary/ Secondary/ Senior High School Teachers

1. With reference to Division Memo No. 141 s 2018 entitled "Creation and Implementation of the Learning Resource Development and Quality Assurance Committee" and Division Memo No. 142 s. 2018 entitled "Standard Procedure in Learning Resource Development and Quality Assurance, this Office directs the creation of the **District Learning Resource Development and Quality Assurance Committee (District LRDQAC)**.
2. The committee is organized to:
 - a. ensure that teacher developed supplementary learning resources for all the learning areas/domains in all grade levels in the district are quality assured and evaluated before forwarding to the SDO level; and
 - b. ascertain that learning resources are developed in accordance with the standards and guidelines set by the LRMDS
3. The District Learning Resource Development and Quality Assurance Committee (DLRDQAC) is composed of the **PSDS as Chairperson**, the **Central School Principal as Co-chairperson** (for elementary) **Cluster Head** (for secondary) and the **One Key Master Teacher per learning area** in the district as Members. Please submit composition of District LRDQAC to the Division LRMDS Unit not later than February 7, 2020.
4. An orientation workshop will be given to the District LRDQAC to capacitate them along the QA process of locally developed learning resources. Attached is the flowchart of the evaluation process from the school level up to the SDO level.
5. Expenses relative to activities of the Learning Resource Development and Quality Assurance Committee shall be charged against local and other funds subject to the usual accounting and auditing rules and regulations.
6. For information, guidance and compliance.


JOSE L. DONCILLO, CESO V
Schools Division Superintendent

QUALITY ASSURANCE FLOWCHART OF TEACHER DEVELOPED LEARNING MATERIALS

