



Republic of the Philippines
Department of Education

DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID-2024- 386

To : Curriculum Implementation Division Chief
Public Schools District Supervisors
School Heads
School LR-Designate

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 16, 2024

In reference to Regional Memorandum CLMD-2024-545, this office 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 42024.

Part of this Memorandum are terms that are operationally defined:

Lesson Exemplars (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.

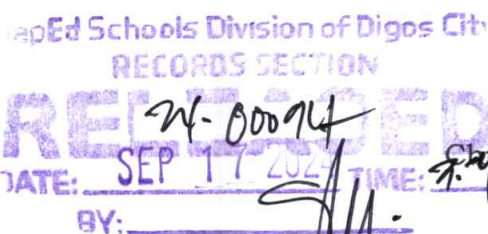
Worksheet will be renamed the **Learning Activity Sheet**.

The transition LEs and LASs are **non-consumable**. Target users are advised to use a separate answer sheet in answering the activities or may access the Division LR Portal <https://sites.google.com/deped.gov.ph/lrmsdigoscity/home> in printing answer sheets. Further the LEs and LASs shall be retrieved for utilization in the succeeding school year. Therefore, proper care must be observed during utilization.

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.

Immediate dissemination of this Memorandum is desired.

For and in the absence of
Schools Division Superintendent



SOLLIE B. OLIVER, JD, MATE
9/17/24

SCHOOL GOVERNANCE AND OPERATIONS DIVISION
Officer-In-Charge

Enclosed: As stated,
CID/LR/lts



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
Telephone Nos.: (082) 553-8375; (082) 553-8396



Republic of the Philippines
Department of Education
 DAVAO REGION

SCHOOLS DIVISION OFFICE OF LIGAS LI
 RECORDS SECTION

RECEIVED
 12 SEP 2024
 TIME: 4:37
 000741

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.

DEPARTMENT OF EDUCATION
 RECORDS SECTION
RELEASED

ALLAN G. FARNAZO
 Director IV

Enclosed: As stated.
 ROC12/aca

By: [Signature]
 Date: Sept. 12, 2024
 Time: 3:37:26



Address: F. Torres St., Davao City (8000)
 Telephone Nos.: (082) 291-1665; (082) 221-6147
 Email Address: region11@deped.gov.ph
 Website: www.depedroxi.ph

Doc. Ref. Code	RO-KMT-F001	Rev	00
Effectivity	07.01.24	Page	1 of 1






Republic of the Philippines

Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING


DEPARTMENT OF EDUCATION ROXI
RECORDS SECTION

RECEIVED

By: 
Date: 8-22-24 Time: 3:08

MEMORANDUM
DM-CT-2024- 296

TO : REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
PUBLIC SCHOOL HEADS

FROM : 
GINA O. GONONG
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.

1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City, Philippines
Direct Line: (632) 8633-7202/8687-4146 Fax: (632) 8631-5057
E-mail: ouct@deped.gov.ph

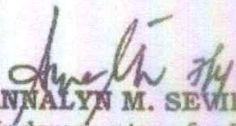
6. The ROs, SDOs, and Public Schools shall facilitate the procurement of the production and distribution of LEs and LASs based on the technical specifications and allocation lists provided by the BLR stated in the Joint Memorandum issued on June 24, 2024.
7. For more information, please contact the Bureau 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.

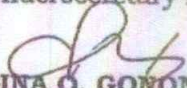


Republic of the Philippines
Department of Education

JOINT MEMORANDUM

TO : REGIONAL DIRECTORS

FROM : 
ANNALYN M. SEVILLA
Undersecretary for Finance


GINA O. 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 1 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 (R.A. 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 BEC 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 LEs and WS to Regional Offices LR Supervisors
11. The minimum technical specifications to be followed and adopted in the production of LEs 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.

KS 2/14

Copy-furnished:

ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations