



October 17, 2018

REGIONAL MEMORANDUM
NO. 594, S.2018

Capacity Building for Selected Illustrators of K to 12 Learning Resources

To: Schools Division Superintendents
Asst. Schools Division Superintendents
School Heads

This Region

1. The Department of Education – Bureau of Learning Resources (DepED-BLR) will conduct the Five-Day Capacity Building for Selected Illustrators of K to 12 Learning Resources at Tanza Oasis Hotel, Tanza, Cavite on October 22 to 27, 2018 (inclusive of travel time) to enhance the skills of the selected illustrators nationwide.
2. The participants for this activity are the DepEd in-house illustrators and the selected illustrators/graphic artists during the regional trainings. All participants are requested to check-in on Day 0 (October 22, 2018) with lunch as the first meal and check out on Day 5 (October 27, 2018) with lunch as the last meal.
3. The participants of Caraga to the said training are the following:

Name	Designation	Division	School
1. Donny P. Nier		Siargao	Tuboran E.S.
2. Neil S. Maca	T-II	Surigao City	C.V. Diaz E.S.
3. Marieto Cleben V. Lozada	EPS II	Surigao del Sur	Surigao del Sur Division Office
4. Marc Anthony M. Pagoyo	T-1	Bayugan City	Bayugan NCHS
5. Ralph Sidfrey L. Antonio	SST-1	Cabadbaran City	Cabadbaran City NHS
6. Arnel B. Mission	T-1 (S.I.C)	Surigao del Norte	Camam-onan E.S
7. Joy Torrior	T-III	Butuan City	Butuan Central ES
8. Marwen C. Guias	T-1	Bislig City	Mangagoy NHS
9. Mark Lorenz C. Luib	PDO II	Dinagat Island	Dinagat Island Division Office

4. Prior to the actual workshop dates, the participants are requested to install in their personal laptops the trial version of Adobe Photoshop, Illustrator, and InDesign. The National; Book Development Board, will provide speakers for the workshop.
5. Expenses for transportation, per diem, board and lodging, supplies and materials and other miscellaneous expenses relative to the conduct of the activity shall be charged against BLR Funds. The transportation and per diem will be downloaded to the region/division after submission of the conformed Certificate of Acceptance (CA) as a requirement for the downloading of funds subject to the usual accounting and auditing rules and regulations.
6. Attached is the pro-forma letter of acceptance for approval of concerned officials.
7. For more information, all concerned may contact DepEd BLR Production Division (ATTN: Mr. Joselito B. Asi at telefax Nos. (02) 631-4985, (02) 634-0901 or mobile phone number 0925-5071670.
8. Immediate dissemination of this memorandum to all concerned is highly desired.


FRANCIS CESAR B. BRINGAS, CESO V
OIC- Regional Director

Inc.: Certificate of Acceptance

Reference: DM-CI-2018-00391

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

Capacity Building Illustrators Learning Resources

Date

CERTIFICATE OF ACCEPTANCE

This Office willingly accepts the downloading of funds from the Bureau of Learning Resources to cover for the travel expenses and per diem of _____ who shall attend the Capacity Building for Selected Illustrators of K to 12 Learning Resources at Tanza Oasis Hotel, on October 22-27, 2018, subject to the usual accounting and auditing rules.

Signed:

Printed Name and Signature of Division Accountant/Finance Officer

Printed Name and Signature of Regional Director/Superintendent

Division