



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF BULACAN

OFFICE MEMORANDUM

No. 010 s.2020

To: CID Chief
Education Program Supervisors
All Others Concerned

From: **The Office of the Schools Division Superintendent**

Subject: **Gantt Chart for the Second Quarter Conduct of the Division Level Writeshop on the Localized Activity Sheets (As), Weekly Home Learning Plan (WHLP), and Print and Non-Print Instructional Materials per Division Memorandum No.177, S.2020**

Date: September 24, 2020

1. To facilitate the step by step way of producing localized print and non-print instructional materials in all learning areas per Division Memorandum No.177, s.2020, this Office releases the Gantt Chart for the Second Quarter conduct of the Division Level Writeshop on the Localized Activity Sheets (As), Weekly Home Learning Plan (WHLP), and Print and Non-Print Instructional Materials.
2. Attached to this Office Memorandum is the aforesaid Gantt Chart for reference guides.
3. The addressees are reminded to observe the premeditated timeline of activities to ensure the availability of the aforesaid instructional materials prior to the start of the second quarter.
4. Proper coordination with the PSDSes and school heads concerned should be observed in order to avoid conflicting set of schedules.
5. The usual cooperation of all concerned is enjoined.
6. Immediate dissemination of this Memorandum is desired.


NICOLAS T. CAPULONG, PhD, CESO V
Director III

OIC, Office of the Regional Director and
Concurrent OIC, Office of the Schools Division Superintendent

GANTT CHART
(Second Quarter)

**DIVISION LEVEL WRITESHOP ON THE LOCALIZED ACTIVITY SHEETS (AS),
WEEKLY HOME LEARNING PLAN (WHLP), AND PRINT AND NON-PRINT INSTRUCTIONAL MATERIALS**
(Division Memorandum No.177, s.2020)

No.	ACTIVITIES	Sept. 21-27	Sept. 28-Oct. 4	Oct. 5-11	Oct. 12-18	Oct. 19-25	Oct. 26-31	Nov. 1-8	Nov. 9-15
1.	Virtual meeting of select writers, editors, evaluators, and chairs and members of Technical Work Group (TWG) for the Division Level Writeshop on the Localized Activity Sheets (AS), Weekly Home Learning Plan (WHLP), and print and non-print instructional materials. <i>(by Learning Area)</i>								
2.	Distribution of assigned tasks of Division Writeshop Team								
3.	Division Writeshop Proper								
4.	Submission of outputs to the teachers-in-charge of evaluation and language editing								
5.	Evaluation proper of print and non-print instructional materials								
6.	Collaborative sessions of writers and evaluators for editing and formatting of print and non-print instructional materials								
7.	Submission of final outputs to TWG chairs and members for consolidation								
8.	Submission of consolidated print and non-print instructional materials to LRMDs Office for consolidation of all learning area outputs								
9.	Distribution of AS, WHLP, and print and non-print instructional materials to the field to be done by the LRMDs Office								
10.	Evaluation of the conduct of Division Writeshop for future actions								
11.	Giving of certificate of recognition as writers/editors/TWG chairs/members								
12.	Submission of two (2) copies of DTRs and list of service credit grantees per learning area to CID Office (to be consolidated by EPSes)								

Noted by:

GREGORIO C. QUINTO, JR., EDD
CID Chief

GANTT CHART
(Second Quarter)

**DIVISION LEVEL WRITESHOP ON THE LOCALIZED ACTIVITY SHEETS (AS),
WEEKLY HOME LEARNING PLAN (WHL P), AND PRINT AND NON-PRINT INSTRUCTIONAL MATERIALS**
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