

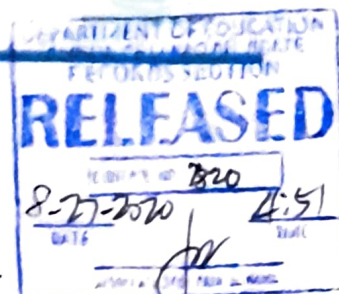


Department of Education  
Region X  
**LANAO DEL NORTE DIVISION**  
Gov. A. Quibranza Prov'l. Gov't. Compound  
Pigcarangan, Tubod Lanao del Norte  
(063)227 - 6633, (063)341 - 5109  
[lanao.norte@deped.gov.ph](mailto:lanao.norte@deped.gov.ph)



**DIVISION MEMORANDUM**

No. 325 s. 2020



**TO:** ASSISTANT SCHOOLS DIVISION SUPERINTENDENT  
CHIEF EDUCATION SUPERVISORS  
EDUCATION PROGRAM SUPERVISORS  
PUBLIC SCHOOLS DISTRICT SUPERVISORS  
COORDINATING PRINCIPALS  
SCHOOL HEADS  
This Division

**FROM:**   
EDILBERTO L. OPLENARIA, CESO V  
Schools Division Superintendent

**SUBJECT:** DRY RUN OF THE LEARNING DELIVERY MODALITIES UNDER THE  
BASIC EDUCATION LEARNING CONTINUITY PLAN IN ALL SCHOOLS

**DATE:** AUGUST 24, 2020

1. Pursuant to Regional Memorandum No. 314 s. 2020 re **Dry Run of the Learning Delivery Modalities Under the Basic Education Learning Continuity Plan in All Schools in Light of COVID-19 Public Health Emergency**, this office through the **Curriculum Implementation Division (CID)** directs all school heads to conduct five- day dry run on their chosen Learning Delivery Modalities in all grade levels on **September 14-18, 2020**.
2. The schools shall utilize in the simulation the Self-Learning Modules (SLM) identified by the Education Program Supervisors and other digital formats of the SLM.
3. The schools shall also create **one section** per chosen modality with **15-20 learners** in each grade level that shall participate in the dry run. The **readiness plan** (refer to RM 314, s. 2020) which is in three phases shall be filled-out and submitted by the schools in both soft and hard copies along with the documentary evidences such as **pictures** and **videos** to the office of the **Learning Resource Management Section** on **September 21, 2020**.





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4. **Education Program Supervisors and Public Schools District Supervisors** are directed to conduct on-site monitoring of the dry run on their assigned district (see *Enclosure No. 1*) and submit the monitoring report on **September 21, 2020** following the template in Enclosure No. 2.
5. School Heads shall also present their dry run result to the Monitoring Team highlighting the best practices and challenges encountered on the scheduled date. The timeline for this activity is from September 21-25, 2020.
6. Traveling and meal expenses incurred during the monitoring of the dry run shall be charged against local funds subject to the usual auditing rules and regulations.
7. Compliance with this memorandum is directed.





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Enclosure No. 1 to Division Memorandum No. \_\_\_\_\_ s. 2020

**DISTRICT ASSIGNMENT OF EDUCATION PROGRAM SUPERVISORS AND PUBLIC  
SCHOOLS DISTRICT SUPERVISORS**

DISTRICT	PSDSs	EPSs
Bacolod	Emma Labunog	Rosalio Vios
Balo-I East	Norhattah Daud	Angelito Barazona
Balo-I West	Norhattah Daud	Erl Villagonzalo
Baroy North	Joselito Epe	Maria Eva Edon
Baroy South	Joselito Epe	Maria Eva Edon
Kapatagan Central	Ervin Planas	Belen Bastillada
Kapatagan East	Ervin Planas	Belen Bastillada
Kapatagan West	Ervin Planas	Belen Bastillada
Kauswagan	Josephine Viscaya	Lorraine Edrea
Kolambugan	Emma Labunog	Rosalio Vios
Lala Central	Mary Arlene Carbonera	Erl Villagonzalo
Lala North	Mary Arlene Carbonera	Erl Villagonzalo
Lala South	Mary Arlene Carbonera	Erl Villagonzalo
Linamon	Apolonio Marohom	Rosalio Vios
Magsaysay	Jaime Yurong	Marife Vicoy
Maigo	Josephine Viscaya	Lorraine Edrea
Matungao	Apolonio Marohom	Monisa Maba
Munai	Edna Lindao	Robin Tabar
Nunungan	Samanira Saripada	Robin Tabar
Pantao Ragat	Norhattah Daud	Rosalio Vios
Pantar	Jamila Arumpac	Monisa Maba
Poonapiagapo	Fatima Asum	Lorraine Edrea
Salvador	Ricardo Abalo	Robin Tabar
Sapad	Sindao Asis	Robin Tabar
SND Central	Joselito Epe	Angelito Barazona
SND East	Joselito Epe	Angelito Barazona
SND West	Joselito Epe	Angelito Barazona
Tagoloan	Nor-amillee Sanggacala	Monisa Maba
Tangcal	Mamilawan Cali	Maria Eva Edon
Tubod East	Amelita Bagol	Marife Vicoy
Tubod West	Amelita Bagol	Marife Vicoy







Enclosure No. 2 to Division Memorandum No. \_\_\_\_\_ s. 2020

**MONITORING TOOL (For PSDS/EPS): DRY RUN OF THE BASIC EDUCATION  
LEARNING  
CONTINUITY PLAN (BE LCP)**

Schools Division Office	
District	
School	
Grade Level	
School Typology	
Learning Delivery Mode Adopted	
School Head	

**PHASE 1: SCHOOL READINESS**

AREAS	DESCRIPTIONS / DETAILS	Resources Needed	Hindering Factors	Facilitating Factors	Remarks
ORGANIZING THE CLASS FOR DRY RUN					
CLASS SIZE					
ASSIGNMENT OF TEACHER					
PREPARATION OF LEARNING PACKAGES					
CLASS PROGRAM					
EXTERNAL STAKEHOLDERS' ORIENTATION (PARENTS & COMMUNITY)					
HEALTH & SAFETY MEASURES AGAINST COVID 19					
SOURCE OF FUNDS					





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**PHASE 2: IMPLEMENTATION**

AREAS	DESCRIPTIONS/ DETAILS	Hindering Factors	Facilitating Factors	Remarks
LEARNING MODALITY				
LEARNING PLAN FOR THE WEEK				
DISTRIBUTION SYSTEM				
CLASS MONITORING				
RETRIEVAL SYSTEM				

Monitored by: \_\_\_\_\_ Date: \_\_\_\_\_





DepED-X  
Cagayan de Oro City

4445

Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO

RECEIVED

Office of the Regional Director

August 20, 2020

REGIONAL MEMORANDUM

No. 3/9 s 2020

**DRY RUN OF THE BASIC EDUCATION LEARNING CONTINUITY PLANS  
(BE LCP'S) OF ALL SCHOOLS IN LIGHT OF THE COVID-19  
PUBLIC HEALTH EMERGENCY**

To: Schools Division Superintendents  
Assistant Schools Division Superintendents  
SDO Chiefs/Education Program Supervisors  
Elementary and Secondary School Heads  
All Others Concerned

1. Committed to enabling all learners to complete quality basic education and in preparation for the opening of the School Year 2020-2021, the Department of Education (DepEd) Regional Office X directs all Schools Division Offices (SDOs) to conduct a five-day **Dry Run of the Basic Education Learning Continuity Plans (BE LCPs) of All Schools in Light of the Covid-19 Public Health Emergency from August 24 to September 30.**
2. As per agreement during the 10th Regional Management Committee Video Conference, the SDOs shall conduct a simulation of Distance Learning Delivery Mode in all schools, all grade levels, and in all learning areas. The SDOs shall utilize in the simulation the locally-developed self-learning modules, as well as the learning episodes and other digital formats of the SLMs, which will also be validated through the attached validation tools.
3. The validation tools shall be submitted for analysis to EPS-LRMDS whose observations and suggestions will be incorporated into the learning resources utilized.
4. It is advised that the SDOs shall submit their schedules of the said simulation, at least, a week before the conduct of the activity.
5. Further, for Radio/TV Based Instruction, the SDOs shall coordinate among themselves and submit their final schedules to the RO.



Address DepEd Regional Office X, Zone 1, Upper Balulang, Cagayan de Oro City  
Telephone Nos. (088) 856 3932 | (088) 881 3137 | (088) 881 3031  
Email Address region10@deped.gov.ph  
Web site http://deped10.com



6. Attached are copies of the suggested dry-run readiness plan for the three phases and the monitoring tools for reference.
7. Immediate and wide dissemination of this Memorandum is desired

**DR. ARTURO B. BAYOCOT, CESO III**  
Regional Director

ATCH: As stated

CLMD/mem

Attachment No. 1 to Regional Memorandum No. \_\_\_\_\_, s. 2020

**CONDUCT OF DRY RUN OF THE BASIC EDUCATION LEARNING CONTINUITY  
PLAN OF ALL SCHOOLS IN THE REGION (BE LCP) IN LIGHT OF THE COVID-19  
PUBLIC HEALTH EMERGENCY**

<b>Schools Division Office</b>	
<b>District</b>	
<b>School</b>	
<b>Grade Level</b>	
<b>School Typology</b>	
<b>Distance Learning Delivery Mode Adopted</b>	
<b>School Head</b>	

**PHASE 1: SCHOOL READINESS**

AREAS	DESCRIPTIONS/ DETAILS	TIME FRAME (if needed)	RESOURCES NEEDED	PERSONS INVOLVED
Organizing the class for dry run				
Class Size/Group				
Assignment of Teacher				
Preparation of Learning Packages				
Matrix of Requirements of the Distance Learning Delivery Mode				
Class Program				
External Stakeholders' Orientation (Parents & Community)				
Health & Safety Measures Against COVID 19				
Source of Funds				
Documentation (Narratives, Video Clips, Interviews, Pictures, etc.)				



## PHASE 2: IMPLEMENTATION

AREAS	DESCRIPTIONS/ DETAILS	TIME FRAME (if needed)	RESOURCES NEEDED	PERSONS INVOLVED
Distance Learning Delivery Modalities				
Weekly Home Learning Plan				
Distribution System				
Class Monitoring /Individual Learning Plan				
Retrieval System				
Documentation (Narratives, Video clips, interview, pictures, etc.)				

## PHASE 3: POST ANALYSIS

PHASES	AREAS	CHALLENGES/ PROBLEMS /SUCCESS ENCOUNTERED	RECOMMENDATIONS
<b>1 School Readiness</b>	Organizing the class for dry run		
	Class Size		
	Assignment of Teachers		
	Preparation of Learning Packages		
	Matrix of Requirements of the Distance Learning Delivery Mode		
	Class Program		
	Health & Safety Measures Against COVID 19		
	Source of Funds		
	External Stakeholders' Orientation (Parents & Community)		
<b>2 Implement- ation</b>	Distance Learning Delivery Modalities		
	Weekly Home Learning Plan		
	Distribution System		
	Class Monitoring /Individual Learning Plan		
	Retrieval System		

**Other Remarks**

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Attachment No. 2 to Regional Memorandum No. \_\_\_\_\_, s. 2020

**Learner's Materials**

**Validation Instrument for Learner**

Name of Learner \_\_\_\_\_ Grade & Section \_\_\_\_\_

Name of School: \_\_\_\_\_ Division/District: \_\_\_\_\_

Name of Teacher: \_\_\_\_\_ Region: \_\_\_\_\_

Instruction: Please tick the appropriate column of your honest answer for each criterion.

Particulars	Yes	No	Remarks	
			Page No.	Comments
1. Is the language in the Learner's Materials easily understood?				
2. Are the instructions easily followed?				
3. Can you accomplish the activity independently?				
4. Can you do the activity for a required period of time?				
5. Are the illustrations/pictures interesting?				
6. Do the illustrations/pictures help you understand the lessons and activities?				
7. Are the illustrations/pictures clear?				
Suggestion/Recommendation				

\_\_\_\_\_  
Name and Signature of the Learner

\_\_\_\_\_  
Date

**MONITORING TOOL: DRY RUN OF THE BASIC EDUCATION LEARNING  
CONTINUITY PLAN (BE LCP)**

<b>Schools Division Office</b>	
<b>District</b>	
<b>School</b>	
<b>Grade Level</b>	
<b>School Typology</b>	
<b>Distance Learning Delivery Mode Adopted</b>	
<b>School Head</b>	

**PHASE 1: SCHOOL READINESS**

AREAS	DESCRIPTIONS/ DETAILS	Resources Needed	Hindering Factors	Facilitating Factors	Remarks
ORGANIZING					
THE CLASS FOR DRY RUN					
CLASS SIZE/GROUP					
ASSIGNMENT OF TEACHER					
PREPARATION OF LEARNING PACKAGES					



MATRIX OF REQUIREMENTS OF THE DISTANCE LEARNING DELIVERY MODE					
CLASS PROGRAM					
EXTERNAL STAKEHOLDERS' ORIENTATION (PARENTS & COMMUNITY)					
HEALTH & SAFETY MEASURES AGAINST COVID					

SOURCE OF FUNDS						
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PHASE 2: IMPLEMENTATION

AREAS	DESCRIPTIONS / DETAILS	Hindering Factors	Facilitating Factors	Remarks
DISTANCE				
LEARNING				
DELIVERY				
MODALITIES				
WEEKLY HOME				
LEARNING PLAN				
DISTRIBUTION				
SYSTEM				
CLASS				
MONITORING				

/INDIVIDUAL LEARNING PLAN RETRIEVAL SYSTEM DOCUMENTATIO N (NARRATIVES, VIDEO CLIPS, INTERVIEW, PICTURES, ETC.)					

**PHASE 3: EXIT CONFERENCE**  
(School with SDO Representative)

PHASES	ISSUES & CONCERNS	RECOMMENDATIONS
SCHOOL READINESS		
IMPLEMENTATION		

Documentation Needed: Narratives, Video clips, Interview, Pictures



**Note:** Pls send immediately your pictures, videos, brief narratives to: [reminders@lrmids.gov.ph](mailto:reminders@lrmids.gov.ph)

**Monitored by:**

**Date:**

**Reminders:** Submission of LDM validation tools for learners and teachers to SDO EPS in LRMDS only.

## Checklist for the General Findings on \_\_\_\_\_

**Instruction:** Please tick the appropriate column of your honest answer for each criterion.

Criterion	Yes	No	Remarks	
			Page No.	Action Taken
Deficiency in Content				
1 Some texts, topics & discussions are repeated				
2 Many visuals (illustrations) have no captions, w incorrect citations				
3 There are some violations on Social Content Guidelines				
Incorrect grammar and language use				
1 Shifting from 2nd person singular plural to 3rd person singular plural				
2 Incorrect use of daw, raw, din, ng, nang				
3 Sentences w plural words must delete "nga" of the words repeated				
4 Retain the original name of ethnic groups				
5 Remove quotation marks for proper nouns in English, Filipino, or mother-tongue				
6 Objectives must be stated in action word (verb) and in present tense				
7 Indent the first sentence of paragraphs and instructions				
8 Use colon (:) after every Aralin number				
9 Serial comma- insert comma before "at" or "o" in series				
10 Use colon in the stem of the objectives				
11 Use semi-colon if there are two or more objectives				
12 Spell out numbers 0-100 & 100 but numbers in scientific units				
13 All numbers must be set in Arabic Numbers not in Roman Numerals except the Region Numbers				
14 Numbers in 4 digits must use space not comma				
15 Retain the original name of ethnic groups then add "nga" before the name (ex mga Tausug not Tausugs)				
16 Spell the following words correctly and consistently: Kuwento, Probinsiya, Estructura Barangay, Komersiyo, Impraestruktura, Aspekto Kabuoan, Setyembre, Pangkat-etniko, Diyalekto				
Inconsistency (w/in the LM & across the Regional LMs)				
1 Lesson elements must be present in all lessons				
2 -Panimula (Introduction) -Alamin Mo (Springboard) -Tuklasin Mo (Presentation) -Gawin Mo (Activities) -Tandaan Mo (Generalization) -Natutuhan Ko (Assessment)				

Criterion	Yes	No	Remarks	
			Page No.	Action Taken
3 Titles of each unit must be consistent for all regional I Ms				
Yunit 1- Mga Lalawigan sa Atang Rehiyon Yunit 2- Mga Kuwento ng Lalawigan sa Atang Rehiyon Yunit 3- Ang Pagkakakilanlang Kultural ng Atang Rehiyon Yunit 4- Ekonomiya at Pamamahala ng Atang Rehiyon				
4 Unit and Lesson Numbers must be set in Arabic Numbers (Yunit 1, Yunit 2, Yunit 3, etc.)				
<b>Inconsistency in book design</b>				
1 Aralin titles must be in capital lower case letters (clc) and must be centered within a box				
2 Does not follow the required layout				
3 Does not follow the appropriate icons				
4 Unclear illustrations				
5 Region Numbers must be set in Roman Numerals				
6 Number the lessons continuously from Unit 1 to Unit 4				
7 Terms words for emphasis are being defined must be set in boldface (bf) on first mention in the book				
8 Avoid shorten blank lines that may encourage learners to write on the book				
9 Provide instructions for the learners to write their answers in their notebook or separate sheet of paper				
10 Test construction must be done as follows:				
-For Multiple Choice- Choices must be in alphabet and in capital letters  -For Matching Type- Column A must be in numerical listing and Column B in alphabetical listing and in small letters				
11 All English or foreign words/terms must be treated as follows:				
-1st time mentioned in the book should be set in boldface (bf) -Set in normal font in the succeeding pages				

Signature Over Printed Name

Date

Position