



**RELEASED**  
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BY: \_\_\_\_\_

Republic of the Philippines  
**Department of Education**  
SOCCSKSARGEN REGION  
SCHOOLS DIVISION OF SARANGANI

**19 Oct 2023**

**DIVISION MEMORANDUM**

CID-2023-256

CONDUCT OF WRITESHOP ON THE DEVELOPMENT OF A COFFEE TABLE BOOK  
FOR THE MUNICIPALITY OF MAITUM

To: Public Elementary and Secondary Schoolheads, Maitum Districts  
All Others Concerned

1. The Curriculum Implementation Division - District Instructional Supervision Section, in partnership with the Local Government Unit, will conduct a **Writeshop on the Development of a Coffee Table Book for the Municipality of Maitum** on October 20-22, 2023 at City Park Hotel, General Santos City.
2. The activity aims to:
  - a. draft a coffee table book showcasing the history and culture of every barangay in Maitum; and
  - b. submit it to the Program Management Team for feedback and technical assistance.
3. Enclosed are the lists of participants and activity matrix for easy reference. All concerned are advised to bring their laptops and extension wire during the writeshop.
4. **To avoid disruption of classes, schoolheads are directed to assign relieving teachers to handle the classes left by the participating teachers.**
5. Food and accommodation will be shouldered by the LGU Maitum, while the travel and other incidental expenses of the participants shall be charged against local funds subject to the usual accounting and auditing rules and regulations.
6. For inquiries, contact Ms. Ailen M. Valdez at 09477747593.
7. Immediate dissemination of this Memorandum is desired.

  
**RUTH L. ESTACIO PhD, CESO VI**  
Schools Division Superintendent

Encl.: As stated  
Reference: None  
To be indicated in the Perpetual Index  
under the following subjects:





Republic of the Philippines  
**Department of Education**  
SOCCSKSARGEN REGION  
SCHOOLS DIVISION OF SARANGANI

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BOOKS  
BUREAUS AND OFFICES  
UNITS  
WORKSHOPS

ADA/CID-DISS/MLA – conduct of writeshop on the development of a coffee table book...  
1019/October 19, 2023



**Address:** Capitol Compound, Maribulan, Alabel, Sarangani Province  
**Telephone Nos.:** (083) 508-2039 to 40 / (083) 892-5500  
**Email Address:** sarangani@deped.gov.ph



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**(Enclosure No. 1 to DM-CID-2023-256)**

WRITESHOP ON THE DEVELOPMENT OF A COFFEE TABLE  
BOOK FOR THE MUNICIPALITY OF MAITUM  
City Park Hotel, General Santos City  
October 20-22, 2023

**LIST OF PARTICIPANTS**

<b>Program Management Team and TWG</b>		
Consultants	Hon. Alexander Bryan B. Reganit	Judith B. Alba
	Argelio D. Arago	Eriel L. Napila
	Elizabeth G. Torres	
Secretariat	Ailen M. Valdez	Analyn T. Barretto
Documenters	Jemima M. Panes	Edward Protacio
Quality Assurance	Fenella M. Cuaresma	Annie Rose R. Gheorghiu
	Edina N. Cabbigat	Cheryl Joy Junio

<b>BARANGAY</b>	<b>WRITERS</b>	<b>LAYOUT ARTISTS</b>
Batian	Jayson B. Mobesar	Alner A. Adulacion
Kalaneg	Sherelle Joy E. Junio	Jelly An G. Lagsub
Kalaong	Mary Grace R. Rivac	Racke Kale N. Ambag
Kiayap	Rexon N. Moskito	Floriza Mae Cornel
Kiambing	Sherlyn L. Alta	Jonalyn G. Horcerada
Mabay	Lindy Baranggan	Elizabeth F. Española
Malalag	Gayzel B. Pingkian	Denise Mae O. De Guzman
Maguling	Emerlita S. Agunat	Princess Del Pilar
Mindupok	Myra G. Salibo	Agnes D. Acosta
New La Union	Mary Grace D. Mendoza	Kareen G. Nebran
Old Poblacion	Margie J. Catubay	Ralph Daniel T. Saura
Pangi	Fe B. Arago	Shela Marie D. Briones
Pinol	Marvie Z. Guipo	Arsenia S. Salik
Sison	Josephine C. Arapoc	Jessie Jocson
Ticulab	Jaypee Napila	Johnson T. Sanico
Tuanadatu	Joel Naval	John Kenneth Elorde
Upo	Hemilda N. Napila	Jayson E. Doctor
Wali	Arlita D. Lardizabal	Johanna Vee D. Gapasin
Zion	Christelle M. Albaracin	Maureen L. Basuel





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**Department of Education**  
SOCCSKSARGEN REGION  
SCHOOLS DIVISION OF SARANGANI

**(Enclosure No. 2 to DM-CID-2023-256)**

WRITESHOP ON THE DEVELOPMENT OF LGU COFFEE TABLE BOOK  
City Park Hotel, General Santos City  
October 20-22, 2023

**ACTIVITY MATRIX**

DATE AND TIME	ACTIVITY	FACILITATOR
<b>Day 1: October 20, 2023</b>		
8:00- 8:30	Registration	Secretariat
8:30-9:30	Preliminaries and Opening Program	Joel N. Naval
	Invocation	Fe B. Arago
	Phil. National Anthem	AVR
	Regional Hymn	AVR
	Sarangani Hymn	AVR
	Attendance Check	Analyn T. Barretto
	Energizer	Joel Naval
	Statement of Purpose	Eriel L. Napila District Head, Maitum 1
	MESSAGES	Hon. Alexander Bryan B. Reganit Maitum Municipal Mayor  Judith B. Alba LRMS Supervisor, DepEd Sarangani  Hon. James B. Reganit Maitum Municipal Councilor, Committee on Education
9:30-10:30	Essential Elements of a Coffee Table Book	Elizabeth G. Torres Consultant
10:30-11:00	Coffee Table Book Template	Argelio D. Arago District Head, Maitum 2
11:00-11:30	Lay-outing Technicalities and Guidelines	Alner A. Adulacion District ICT Coordinator
11:30-12:00	Open Forum/announcements	Ailen M. Valdez
12:00-1:00	LUNCH	
1:00-5:00	WRITESHOP	
<b>Day 2: October 21, 2023</b>		
8:00-8:30	Energizer	Joel N. Naval
	Food for Thought	Argelio D. Arago
8:30-9:30	Presentation of Output for T.A.	
9:30-12:00	Continuation of Writeshop	
1:00-5:00	Submission of output	
<b>Day 3: October 22, 2023</b>		
	Team Collaboration	School-Barangay Partnership



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