
	Republic of the Philippines Department of Education Cordillera Administrative Region <b>SCHOOLS DIVISION OF BENGUET</b> Wangal, La Trinidad, Benguet Telefax: (074) 422-6570; (074)422-7501		Document Code: SDO-GQF-QF-OSDS-SDS-003  Effectivity Date: 9-03-2018
	<b>DIVISION MEMORANDUM</b> <u>147</u> S. 2019		Name of Office: <b>SDO-OSDS</b>

**TO :** Chief Education Supervisor of CID  
 Education Program Supervisors  
 Public Schools District Supervisors/District Heads  
 School Heads of Public Elementary and Secondary Schools  
 All Others Concerned

JUL 11 2019

*MW*

**FROM :** **MARIE CAROLYN B. VERANO, CESO VI**  
 Schools Division Superintendent

**SUBJECT: PREPARATION OF DAILY LESSON LOG (DLL) EXEMPLARS**

**DATE: July 10, 2019**

- In line with the overall thrust of SDO Benguet to ensure the full implementation of the articulated Basic Education Curriculum, the Curriculum Implementation Division (CID) took the initiative to embark on the preparation of Daily Lesson Log (DLL) Exemplars following the guidelines provided under DepEd Order 42 s. 2016 or the **Policy Guidelines on Lesson Preparation for the K to 12 Basic Education Program**.
- The expected DLL exemplars, to be eventually shared to all concerned teachers as a form of technical assistance, shall cover all unpacked learning competencies in the different learning areas per grade level including the Alternative Learning System (ALS), Mother Tongue subjects, Multi-grade and Kindergarten.
- To accomplish this task, a team lead by CID Education Program Supervisors (EPS) in coordination with concerned Public Schools District Supervisor/s (PSDS) and School Heads is hereby organized in the district/s to undertake the following plans of actions: a) conduct of meetings with all concerned school heads; b) revisit the process of DLL preparation as per DepEd Order No. 42, s. 2016; c) review the process involved in unpacking the learning competencies found in the Curriculum Guide; d) assign teachers/writers to prepare DLL on particular competencies; e) monitor and provide technical assistance in the course of preparing/writing the DLL; and f) undertake the quality assurance of all outputs.
- Writers of DLL exemplars shall submit their outputs to the district for quality assurance on or before September 2, 2019 while all quality assured DLL exemplars shall be submitted to the CID on or before October 28, 2019.
- Hereunder are the assigned teams with their corresponding learning area to work on:

DISTRICT/S	Learning Area Assignment	Chairperson/Co-chair/s	Members
Atok	English	F. Peckley & A. Dobinto	All School Heads in the District H. Ousting, M. Sepulchre
Bakun	EPP/TLE	S. Ayangdan & V. Salioan	All School Heads in Bakun, <i>N. Dalay-an, H. Ousting, J. Angluben</i>
Bokod & Kabayan	Mother Tongue & Multi-Grade	E. Quinuan, S. Dupagan, G. Suayan, W. Cuidno, S. Backian	All School Heads in the District
Buguias	Filipino	M. Malanes, M. Tican	All School Heads in the District
Itogon I & II	Mathematics	W. Bagsao, J. Pacpaco, W. Abance	All School Heads in the District
Kapangan	PE and Health	W. Baltazar, M. Ablaza	All School Heads in the District
Kibungan	Kindergarten	E. Quinuan, J. Sadey	All School Heads in the District
La Trinidad	Araling Panlipunan	SJ Daganos, R. Dayag	All School Heads in the District
Mankayan	Science	G. Ducayso, L. Sanoan	All School Heads in the District
Tuba	Music and Arts	W. Baltazar, T. Bestre, D. Delmas	All School Heads in the District
Sablan & Tublay	Edukasyon sa Pagpapakatao	E. Quinuan, M. Baldo, A. Atew	All School Heads in the District
ALS Group	ALS Curriculum	T. Bestre, R. Belino, R. Anapen	ALL ALS Coordinators <i>AW EPS</i>

- In the case of TLE and English, selected school heads from the secondary level are included as members of the team.
- Transportation and other incidental expenses of SDO personnel relative to this undertaking shall be charged to the Division MOOE while that of the school heads and other involved school-based personnel shall be charged to their respective School MOOE/local fund subject to the usual auditing rules and regulations.
- Immediate dissemination of this memorandum to all concerned is desired.