



Republic of the Philippines  
**Department of Education**  
 REGION X - NORTHERN MINDANAO  
 DIVISION OF MALAYBALAY CITY

DM 2023-11-480  
 DEPED MALAYBALAY CITY DIVISION  
 RELEASED  
 DATE: 11/13/23 TIME: 10:08  
 BY: [Signature]

**DIVISION MEMORANDUM**

No. 480, s. 2023

To: Assistant Schools Division Superintendent  
 Chief Education Supervisors, SGOD and CID  
 Education Program and Public Schools District Supervisors  
 All School Heads  
 All Others Concerned  
 This Division

From:  **CHERRY MAE L. LIMBACO-REYES**  
 Schools Division Superintendent

Date: November 9, 2023

Subject: **ADDENDUM OF DIVISION MEMORANDUM 463 s. 2023 RE: DIVISION ROLLOUT OF THE HIGHER ORDER THINKING SKILLS PROFESSIONAL LEARNING PACKAGES (HOTS-PLP) IN ENGLISH, SCIENCE AND MATHEMATICS**

1. In consistent with the implementation of the **HIGHER ORDER THINKING SKILLS PROFESSIONAL LEARNING PACKAGES (HOTS-PLP) Rollout** scheduled on **November 24, 28-29, 2023**, this Office informs the field on the scheduled **second pre-work and dry run activities** on **November 21, 2023** at **Veranda , Casisang, Malaybalay City**. All participants are advised to proceed at the venue at exactly **7:30am** for the whole day activity. Attached are the list of participants for reference. Other provision on the previous memorandum is still in effect in consistent with this issuance.

2. For inquiries, please contact **Ralph T. Quirog**, Chief Education Supervisor, **Vicente G. San Miguel**, EdD Public Schools District Supervisor and **Dindo M. Gabales, PhD**, Education Program Supervisors. Immediate and wide dissemination of this Memorandum is desired.

Copy furnished:  
 Records Unit  
 PSDS/VGSM



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**HIGHER ORDER THINKING SKILLS PROFESSIONAL LEARNING PACKAGES**  
**(HOTS-PLP) COMMITTEES**

Committees	Composition	Function
<b>Over-all Steering Committee</b>	<b>Chair:</b> Cherry Mae L. Limbaco-Reyes <b>Co-Chair:</b> Alien S. Dajay Ralph T. Quirog Lorenzo O. Capacio <b>Members:</b> Dindo M. Gabales Vicente G. San Miguel	<ul style="list-style-type: none"> <li>➤ Supervise the whole event preparation and implementation.</li> <li>➤ Plan out and oversee the whole activity.</li> </ul>
<b>Technical Working Committees</b>	<b>Chair:</b> Ralph T. Quirog <b>Co-Chair:</b> Dindo M. Gabales Vicente G. San Miguel	<ul style="list-style-type: none"> <li>➤ Manage the flow of the whole event and serves as lookout of the event's whole needs.</li> </ul>
<b>Secretariat English</b>	<b>Chair:</b> Mary Gladys Dublas <b>Co-Chair:</b> Merry Lagunday <b>Members:</b> Aira Mae G. Bayanban	<ul style="list-style-type: none"> <li>➤ Collect and gather the attendance of the activity.</li> <li>➤ In-charge of printing (name labelling/tags of chairs and tables)</li> </ul>
<b>Secretariat Science</b>	<b>Chair:</b> Karl Pagaran <b>Co-Chair:</b> Maitele B. Israel <b>Members:</b> Love Butil	
<b>Secretariat Mathematics</b>	<b>Chair:</b> Lucilyn M. Cahucom <b>Co-Chair:</b> Arlene Gantalao <b>Members:</b> Rosabella Onipa	
<b>Backdrop</b>	<b>Chairman:</b> Janryl Louis Okit	
<b>Certificates/Recognition</b>	<b>Chair:</b> Woodrow Wilson Merida <b>Co-Chair:</b> Rex Dacanay <b>Members:</b> Rogelio Minoza-Science Nyms Docdocil-English Rosabella Onipa- Math	<ul style="list-style-type: none"> <li>• Prepare the certificates for the Training and ensure that all certificates are done before the</li> </ul>

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		<p>closing program.</p> <ul style="list-style-type: none"> <li>Members shall coordinate their group certificates prior for the closing program.</li> </ul>
<b>Documentation Committee</b>	<p><b>Chair:-</b> Janryl Louis L. Okit-Science  <b>Co-Chair:</b> Rogelio M. Minoza - Science  <b>Chair:-</b> Argie Docusin -Math  <b>Co-Chair:</b> Roel Abecia-Math  <b>Chair:-</b> Nyms Docdocil-English  <b>Co-Chair:</b> Noel Tan Nery -English</p>	Ensure that all the activities are documented.
<b>Timekeepers</b>	<p>Ferdinand Mortera- English  Maitelle Israel—Science  Jovy G. Molina- Math</p>	Ensure that sessions were presented within the allotted time
<b>Minutes/Narrative Keepers</b>	<p>Merry Lagunday-English  Maitete Israel-Science  Rosabella Onipa -Math</p>	Ensure that the whole proceedings are documented, and narratives were submitted after the event.
<b>NEAP PARK &amp; Monitoring Board, daily Set plan</b>	<ul style="list-style-type: none"> <li>Jose Cruz/Sharon Bongocan-English</li> <li>Janryl Louis L. Okit/ Eduard Gupana-Science</li> <li>Roel Abecia &amp; Argie Docusin-Math</li> </ul>	<ul style="list-style-type: none"> <li>Ensure that daily set plan were arrange.</li> <li>Concerns and issues were listed to ensure that it is clarified to the plenary.</li> </ul>



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<b>Hall Preparation/Materials/Backdrop</b>	<ul style="list-style-type: none"> <li>• Sharon Mae Bongocan/Noel Tan Nery-English</li> <li>• Dindo Gabales/Analy Ocier-Science</li> <li>• Purisima Yap/Imelda Bentillo-Math</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure that all materials are distributed according to cluster and hall is prepared before the workshop commence.</li> </ul>
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**LEARNING FACILITATORS**  
**English**

<b>Facilitator</b>	<b>Co-Facilitator</b>	<b>Functions</b>
Evernold C. Berial	Noel A. Tan Nery, Jose B. Cruz	As the Facilitator takes the stage, co-facilitators will be right there in the wings, providing essential materials and tending to any other presentation needs. Meanwhile, all other team members will be on deck to support the activity, making sure participants are tuned in and engaged.
Sharon Bongocan	Vicente G. San Miguel, Ferdinand V. Mortera	
Noel A. Tan Nery	Ferdinand V. Mortera Jose B. Cruz	
Vicente G. San Miguel	Nyms M. Docdocil, Sharon Bongocan	
Ferdinand V. Mortera	Evernold C. Berial Vicente G. San Miguel	
Jose B. Cruz	Noel Tan Nery Merry Lagunday	
Nyms M. Docdocil	Jose B. Cruz Merry Lagunday	
Merry Lagunday	Ferdinand V. Mortera Noel A. Tan Nery	

**Science**

<b>Facilitator</b>	<b>Co-Facilitator</b>	<b>Functions</b>
Analy L. Ocier		As the Facilitator takes the stage, co-facilitators will be right there in the wings, providing essential materials and tending to any other presentation needs. Meanwhile, all
Dindo M. Gabales		
Liza G. Balintongog		
Janryl Louis L. Okit		

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Maitelle B. Israel		other team members will be on deck to support the activity, making sure participants are tuned in and engaged..
Liza Balintongog		
Rogelio M. Minoza		
Eduard G. Gupana		

**Mathematics**

<b>Facilitator</b>	<b>Co-Facilitator</b>	<b>Functions</b>
Ralph T. Quirg	Imelda S. Bentillo Argie B. Ducusin	As the Facilitator takes the stage, co-facilitators will be right there in the wings, providing essential materials and tending to any other presentation needs. Meanwhile, all other team members will be on deck to support the activity, making sure participants are tuned in and engaged.
Imelda S. Bentillo	Purisima Yap Jovy G. Molina	
Purisima J. Yap	Roel Abecia Rosabella Onipa	
Jovy G. Molina	Arlene Gantalao Roel Abecia	
Roel Abecia	Imelda Bentillo Arlene Gantalao	
Argie B. Ducusin	Purisima Yap Roel Abecia	
Rosabella B. Onipa	Argie B. Ducusin Imelda Bentillo	
Arlene M. Gantalao	Argie Docusin Jovy Molina	



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