



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF PANABO CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
CID-2024-0699

To : **MAY H. ZARATE**
Librarian II

Subject : **CONDUCT OF THE MONITORING OF DELIVERY AND UTILIZATION
OF DEPED READING RESOURCES**


Date : December 13, 2024

This has reference to the herein Memorandum BLR-2024-12-2878 regarding the Conduct of the Monitoring of Delivery and Utilization for DepEd Reading Resources (RRs) alongside the Inter-Regional Monitoring and Benchmarking of Best Practices on the Provision of Supplementary Learning Resources on December 16-19, 2024 at the Library Hubs and Schools of the National Capital Region (NCR).

Please be informed that you have been identified to serve as one of the monitors and pursuant to the said memorandum, you shall act according to the Terms of Reference stated therein.

Travel expenses shall be charged against the downloaded fund (SARO No. OSEC-11-24-7335) and any available local funds, should it be insufficient, all subject to the usual accounting and auditing rules and regulations.

Please be guided accordingly.


JINKY B. FIRMAN PhD, CESO VI
Schools Division Superintendent

RELEASED

DEC 16 2024

RECORDS SECTION-SDO PANABO CITY
BY 

Attached: As stated.
CID/je/dca



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providing quality education, MATATAG for all





Republic of the Philippines
Department of Education
BUREAU OF LEARNING RESOURCES

MEMORANDUM
BLR-2024-12-2878

FOR : **ALLAN G. FARNAZO**
Regional Director, DepEd Region XI

FROM : **ARIZ DELSON ACAY D. CAWILAN**
Director IV

SUBJECT : **CONDUCT OF THE MONITORING OF DELIVERY AND UTILIZATION FOR DEPED READING RESOURCES**

DATE : **December 13, 2024**

This is to inform your office that the Monitoring of Delivery and Utilization for DepEd Reading Resources (RRs) will be conducted alongside the Inter-Regional Monitoring and Benchmarking of Best Practices on the Provision of Supplementary Learning Resources (SLRs) until December 19, 2024 or onwards, when circumstances warrant. The specific schedule for each region will be identified and coordinated locally.

This activity aims to validate onsite the deliveries and utilization of SLRs and RRs primarily housed in library hubs and nearby feeding schools.

Relative to this, the following personnel are respectfully enjoined to serve as hosts and monitors of the activity:

- (1) Education Program Supervisor (EPS) in-charge of the Learning Resources Management Section (LRMS) at the Regional Office (RO),
- (2) Regional Librarian,
- (3) EPS in-charge of the LRMS at the Schools Division Office (SDO) with the most number of library hubs, and
- (4) Any other personnel involved in the provision of SLRs and RRs.

The following are the terms of references of the identified personnel:

As hosts,

- Prepare situation report of SLRs and RRs prior to the monitoring schedule; and
- Coordinate with SDOs, library hubs, and schools for the onsite validation and small group discussions.



(BLRM) Ground, Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City; (02) 8634-1072; 8634-0901; 8634-1054;
(BLRC) Ecotech Compound Sudlon, Lahug, Cebu City; (032) 230-7939; (032) 230-7948

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As monitors,

- Lead the discussion on the policy and implementation of reading programs;
- Lead the small group discussions on the utilization of remediation packages; and
- Prepare and coordinate with the hosts the benchmarking procedures, templates, and documents.

Each region will be partnered with another for the activity based on the number of schools divisions and library hubs. The assigned pairings are as follows:

- Region 1 and Region 10,
- Region 2 and Region 13,
- Region 3 and Region 7,
- Region IV-A and Region 6,
- Region IV-B and Region 9,
- NCR and Region 11,
- CAR and Region 12, and
- Region 5 and Region 8.

Other pairing scheme or conduct of internal monitoring within the region may be agreed upon, depending on the situation and which shall be agreed upon with concerned region.

Funds for this activity were released to the Regional Offices via a Sub-allotment Release Order designated for the travel expenses of personnel involved in monitoring the delivery and utilization of RRs. Additional funding may be sourced from surplus funds allocated for BLR-downloaded activities. Utilization of funds must adhere to government accounting and auditing rules and regulations.

For inquiries, please coordinate with the Learning Resources Production Division (attention: **Jejomar Alda**) through email at blr.lrp@deped.gov.ph, copy furnished jejomar.alda@deped.gov.ph, or call at telephone number (02) 8631-4985.

For information and guidance.

Indicative Program of Activities

	Day 01	Day 02	Day 03
AM	Travel time Courtesy call Opening program/Briefing	Validation at monitoring sites for SLRs and RRs:	Post-monitoring meeting and program
PM	Monitoring at Library Hub Small group discussion with division and school implementers of the utilization of SLRs and RRs	Preferably five (5) schools or more, depending on distance between sites Regional benchmarking (Program c/o the monitor	Travel time

NOTE: Should budget allow, hosts and monitors may extend the activity by **one additional day** to ensure the completion of validation and benchmarking processes.

<i>Name</i>	<i>Role</i>	<i>School</i>
17. Ken Harvey Famor	Layout Artist	Kauswagan NHS
18. Jose Ronnie Tabudlong	Layout Artist	Sindaton NHS
19. Mariel Antipala	Layout Artist	Rizal ES
20. Ma. Theresa Ang	Layout Artist	Salvacion ES
21. Iryhn E. Petalcorin	In-house QA	SDO-CID
22. Marissa Y. Manginsay	In-house QA	SDO-CID
23. Maria Nenita G. Tuazon	In-house QA	SDO-CID
24. John B. Visillas	In-house QA	SDO-CID
25. Djhoane C. Aguilar	Management	SDO-CID-LRMS
26. May H. Zarate	Management	SDO-CID-LRMS
27. Peter Mijares Jr.	Management	SDO-OSDS
28. Janwario E. Yamota	Management	SDO-CID
29. Basilio P. Mana-ay, Jr.	Management	SDO-OSDS
30. Jinky B. Firman	Management	SDO-OSDS

Below is the timeline of development:

<i>Schedule</i>	<i>Activity</i>	<i>Venue</i>
October 11, 2024	Orientation on ADM-LR Standards and Assignment of Tasks	Main: Division Training Center, JP Laurel, Panabo City
October 15-17, 2024	Development Phase - 1 st module	
October 22-24, 2024	In-house Editing, Revision, and Review of Revised of 1 st module	
October 29-31, 2024	Field Testing and Revision of 1 st module	
November 5-7, 2024	Development Phase - 2 nd module	Alternate (if DTC is unavailable): LR Office, Library Hub
November 12-14, 2024	In-house Editing, Revision, and Review of Revised of 2 nd module	
Nov. 19-21, 2024	Field Testing and Revision of 2 nd module	
November 26, 2024	Pre-finalization of all modules	

Lunch and snacks of participants are charged against LR downloaded funds while transportation expenses may be charged against Division/School MOOE and other local funds, subject to the existing budgeting, accounting, and auditing rules and regulations.

Immediate dissemination of this Memorandum is desired.

JINKY B. FIRMAN PhD, CESO VI
OIC - Schools Division Superintendent

Attached: As stated.
CID/jey/dca

RELEASED

OCT 10 2024

RECORDS SECTION SDO PANABO CITY



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