



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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID-2025-0360

To : **MARY JOY C. SAGOT**, ADAS III - Finance

Subject : **ATTENDANCE TO THE CONDUCT OF ACTIVITIES FOR THE
FINALIZATION ON THE SCOPING AND EVALUATION OF
SUPPLEMENTARY LEARNING RESOURCES (SLRs)**

Date : June 30, 2025

Relative to the issued Division Memorandum CID-2025-0354, please be informed that you will attend the activity in lieu of Mr. Glenn B. Separis, Division Accountant, due to conflict of activities.

All other details in the memorandum remain in force.

Please be guided accordingly.


JINKY B. FIRMAN PhD, CESO VI
Schools Division Superintendent ✓

Attached: As stated.
CID/jey/dca

RELEASED

JUN 30 2025

RECORDS SECTION - PANABO CITY
BY 



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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID-2025-0354

To : Chief of School Governance and Operations Division (SGOD)
Chief of Curriculum Implementation Division (CID)
Division Accounting Section
Division Legal Section
Division Learning Resource Management Section (LRMS)
Division Bids and Awards Committee (BAC)
All Concerned

Subject : **PARTICIPATION IN THE CONDUCT OF ACTIVITIES FOR THE
FINALIZATION ON THE SCOPING AND EVALUATION OF
SUPPLEMENTARY LEARNING RESOURCES (SLRs)**

Date : June 26, 2025

Pursuant to Regional Memorandum CLMD-2025-341, this office informs the following personnel to attend the series of activities, to wit:

Activities	Participants	Date & Venue
Rollout of DO 24 s. 20 Other Related Issuances on the Procurement of SLRs	DJHOANE C. AGUILAR <i>LR Manager</i> MAY H. ZARATE <i>Librarian II</i> PETER JR. B. MIJARES <i>PDO II</i> ANNALENE D. VILLANUEVA <i>Legal Officer</i> ERICK B. DALUMPINES <i>BAC Member</i> GLENN B. SEPARIS <i>Accountant</i>	July 1, 2025 Garden Oases Hotel, Obrero, Davao City Arrival: June 30 First Meal: Dinner Last Meal: PM Snacks
Evaluation and Finalization of Priority List of SLRs	MAY H. ZARATE <i>Librarian II</i>	July 2-5, 2025 Garden Oases Hotel, Obrero, Davao City Arrival: July 1 First Meal: Dinner Last Meal: PM Snacks

Librarians are advised to bring laptop and extension cord for the workshop.



Address: City Hall Compound, Km 31,
JP Laurel, Panabo City
Telephone No: (084) 823-1469
Email: panabocity.division@depd.gov.ph



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

Compensatory Overtime Credit (COC) shall be given to all personnel working on weekends and holidays as stipulated in CSC Joint Circular No. 2 s. 20024.

Board and lodging will be provided using the Program Support Fund under Directly Released Funds FY 2025 TBIMF while traveling shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.

Immediate dissemination of this Memorandum is desired..


JINKY B. FIRMAN PhD, CESO VI
Schools Division Superintendent

Attached: As stated.
CID/je/y/dca

RELEASED

JUN 26 2025

RECEIVED BY THE SCHOOLS DIVISION OFFICE





Address: City Hall Compound, Km 31,
JP Laurel, Panabo City
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Republic of the Philippines
Department of Education
DAVAO REGION

June 24, 2025

REGIONAL MEMORANDUM
CLMD-2025-341

CONDUCT OF ACTIVITIES FOR THE FINALIZATION ON THE
SCOPING AND EVALUATION OF SLRs

To: Schools Division Superintendents
CLMD Chief Education Supervisor

1. Pursuant to Joint Memorandum, re: **Guidelines on the Utilization of Directly Released Funds Under FY 2025 Textbooks and Other Instructional Materials Fund-Provision of Supplementary Learning Resources (SLRs) for Public School Libraries and Library Hubs**, this Office advises the following personnel to attend the series of activities at the Ritz Hotel:

Activities	Regional Office	Division Offices
Rollout of DO 24 s. 2023 and Other Related Issuances on the Procurement of SLRs on July 1, 2025	CLMD Chief ES LR Manager Librarian TAS LR Administrative Assistant II Legal Officer BAC Member (1) Accountant	LR Manager Librarian PDO II Legal Officer BAC Member (1) Accountant
Evaluation and Finalization of Priority List of SLRs on July 2-5, 2025	CLMD Chief ES LR Manager Librarian TAS LR Administrative Assistant II	Librarian

- The Librarians are advised to bring laptop and extension cord for the workshop.
- Details of the memorandum are found in the enclosures.
- Board and lodging, and meals will be provided using the Program Support Fund (PSF) under Directly Released Funds FY 2025 TBIMF while traveling and incidental expenses shall be charged against local funds, subject to the usual government accounting and auditing rules and regulations. Compensatory Overtime Credit (COC) shall be given to personnel working on Saturdays, Sundays, and Holidays as stipulated in CSC Joint Circular No. 2 s. 2004.
- Immediate dissemination and compliance of this Memorandum is directed.


Digitally signed by
Farnazo Allan Gabriel
Date: 2025.06.26
ALLAN G. FARNAZO
Director IV

RO12/ aca



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Republic of the Philippines
Department of Education
DAVAO REGION

**CONDUCT OF ACTIVITIES FOR THE FINALIZATION OF RESULTS
ON THE SCOPING AND EVALUATION OF SLRs**

Details of the Activities

Activities	Day 0/First Meal	Last Day/M Meal
Activity A: Rollout of DO 24 s. 2023 and Other Related Issuances on the Procurement of SLRs on July 1, 2025	June 30, 2025 5:00pm – Arrival and Registration 6:00pm – Dinner	July 1, 2025 5:00pm – PM Snacks
Activity B: Evaluation and Finalization of Priority List of SLRs on July 2-5, 2025	July 1, 2025 5:00pm – Arrival and Registration 6:00pm – Dinner	July 5, 2025 5:00pm – PM Snacks

Prepared by:


ANALIZA C. ALMAZAN
LR Manager

NOTED:


MARY JEANNE B. ALDEGUER, EdD
Chief ES, GLMD



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