



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

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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

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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 SDO PANABO CITY  
BY 



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

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**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

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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.



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JP Laurel, Panabo City  
Telephone No: (084) 823-1469  
Email: panabocity.division@deped.gov.ph



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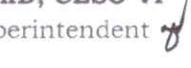
Compensatory Overtime Credit (COC) shall be given to all personnel working on weekends and holidays as stipulated in CSC Joint Circular No. 2 s. 20024.

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/jey/dca

  
**RELEASED**

**JUN 26 2025**

RECORDED BY THE SCHOOLS DIVISION OF PANABO CITY





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

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

3. Details of the memorandum are found in the enclosures.

4. 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.

5. 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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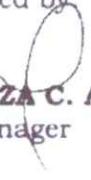
Republic of the Philippines  
Department of Education  
DAVAO REGION

**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/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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