

SEP 12 2023

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

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

CID-2025-0554

To : Chief of Curriculum Implementation Division (CID)  
 Education Program Supervisors  
 Public Schools District Supervisors  
 School Heads of Public Elementary and Secondary Schools

Subject : **CALL FOR SUBMISSION OF LOCALLY-DEVELOPED TEACHING AND LEARNING RESOURCES (LDTLR) FOR QUALITY ASSURANCE**

Date : September 12, 2025

The Curriculum Implementation Division (CID) through the Learning Resource Management Section calls for the submission of locally-developed teaching and learning resources which are originally written, illustrated, or designed by teachers for classroom use. These resources shall be subjected to quality assurance and uploaded to the Learning Resource (LR) Portal once specialty clearance is issued.

Resources that may be submitted include **stories, poems, learning activity sheets, lesson exemplars, strategic intervention materials, digitized lessons, and/or recorded video lessons**. Please ensure that the content and illustrations of the resources are **contextualized** and **copyright-free**—not copied anywhere, even from DepEd textbooks, modules, and any other references.

Each resource must be placed in a separate envelope containing the material and completed LDTLR Metadata form (see attachment). There is no limit to the number of submissions per teacher.

All school LR coordinators, with the LR Committee, are required to conduct initial evaluation of the materials to ensure adherence to the guidelines, particularly on copyright issues. Only endorsed materials will be accepted at the Division level.

All envelopes for submission must be forwarded to the LRMS Office (Library Hub) inside PCESSC Compound from October 1 to 15, 2025.

For questions and clarifications, please contact LR Manager Djhoane Aguilar, PDO Peter Jr. B. Mijares, or Librarian May Zarate via Messenger.

Please be guided accordingly.

  
**JINKY B. FIRMAN, CESO VI**  
 Schools Division Superintendent

**RELEASED**

CID/jey/dca



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SEP 15 2023

RECORDS SECTION, SCHOOLS DIVISION OF PANABO CITY  
 BY 



Republic of the Philippines  
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## LDTLR Metadata Form

Type of Resource	<input type="checkbox"/> story <input type="checkbox"/> lesson exemplar <input type="checkbox"/> digitized lesson <input type="checkbox"/> strategic intervention material	<input type="checkbox"/> learning activity sheet <input type="checkbox"/> recorded video lesson <input type="checkbox"/> poem <input type="checkbox"/> others
Title of Resource		
Language Used		
Description (Purpose)		
Grade Level		
Subject Area		
Targeted Competency (State code, if available)		
<b>ABOUT THE DEVELOPER</b>		
Name of Writer/ Developer/Illustrator		
Position		
School		
Contact Number		
FB/Messenger Name (Describe profile pic)		
<b>SCHOOL PRE-EVALUATION COMMITTEE</b>		
School LR Coordinator	<i>Name and Signature</i>	
School LR Committee Representative	<i>Name and Signature</i>	
School Head	<i>Name and Signature</i>	
Date of Pre-evaluation		