

Department of Education

Schools Division of Benguet

October 12, 2023

DIVISION MEMORANDUM

No. 377, 02023

To:

CID and SGOD Chiefs

Public Schools District Supervisors/District Coordinators

Learning Area Education Program Supervisors

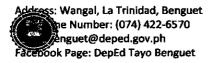
LRMS-PDO II Division Librarian

ICTO CID-ADA

ORGANIZATION OF SUPPLEMENTARY LEARNING RESOURCE (SLR) COMMITTEE FOR LIBRARY HUBS AND SLR MANAGEMENT TEAM

- In compliance with DepEd Order No. 24, s. 2023, Guidelines on the Provision of Supplementary Learning Resources (SLRs) for Public School Libraries and Library Hubs, the Schools Division Office shall organize its SLR Committee and SLR Management Team with the following compositions and terms of reference.
- 2. The SLR Committee whose main function is to identify and evaluate SLRs for school libraries and library hubs using the scoping tool and evaluation rating sheet shall have the following composition and term of reference:

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Supplementary Learning Resource Committee						
Composition	Point Persons	Terms of Reference				
Chairperson – Learning Resource Management Section Supervisor	Sonia D. Dupagan	 Ensures that all members are aware of and understand the guidelines, and criterion items, and comprehensively read the entire tool in the identification of SLRs before conducting market scoping activities. Signs the final Priority List based on the recommendation of the committee to be endorsed to the Division SLR Management Team for approval. 				
2. Vice Chairperson - Public Schools District Supervisor designated by the SDS	Juliet Baldo	 Checks if Priority List is properly accomplished Ensures that the needed documents are complete Endorses the accomplished Priority List to the Chairperson for signing 				









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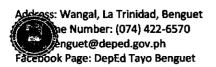
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O D1		Conduct
3. Regular Members:	NT I I I I	Conduct market scoping activities
a. EPS In-charge	Norbert Lartec	to acquire information on SLRs
of Reading		Thoroughly identify SLRs and
b. EPS for	Jardson Onio	check whether they:
Mathematics		a. are suitable for use in the
c. EPS for all	Francis Peckley	library hubs
Learning Areas	Erlinda Quinuan	b. are based on the actual need,
_	Macarthy Malanes	priorities, and suitability to the
	Samuel Ayangdan	Library Hub
	Merlyn Conchita	c. support identified programs,
	De Guzman	projects, and activities of DepEd
	Warden Baltazar	After examining the SLRs when
d. Division	Roxanne Mayomis	conducting market scoping,
Librarian	110122220 1124, 0222	accomplish the scoping tool and
		evaluation sheet.
		Discuss individual findings with
		committee members and provide an
		overall assessment of the identified
		SLRs.
		Validate the scoping tool to check
		for any missing or incomplete
		information.
		Accomplish the Priority List of SLRs
		for Library Hub
		Submit the Priority List together
1		with the accomplished scoping
		tools to the Vice Chairperson for
		checking.

3. **The SLR Management Team** shall have the following composition and Terms of Reference:

Composition	Point Persons	Terms of Reference
Chairperson - Schools Division Superintendent	Sally L. Banaken- Ullalim	 Ensures that all members are aware of and understand the verification process on the submitted Priority Lists by the Division SLR Committees. Approves and signs the consolidated Priority Lists. Endorses and signs the consolidated Priority Lists to the Regional Office through the









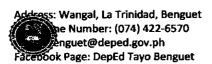
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Vice-Chairperson –	Rizalyn A. Guznian	Bids and Awards Committee (BAC). • Ensures that the needed
Chief, Curriculum Implementation Division		 documents are complete. Recommends the approval of the consolidated Priority Lists endorsed by the members of the management team.
Regular Members: LRMS Supervisor Division Librarian Learning Area Education Program Supervisor Division ALS Focal Person Public Schools District Supervisor Representative of Division Federation of Parents, Teachers, and Community Association	Sonia D. Dupagan Roxanne B. Mayomis Norbert C. Lartec Remy A. Dum-ao Juliet K. Baldo	 Receive the Priority Lists and accomplished DepEd scoping and evaluation tools for checking and verification. Ensure that the needed documents are complete. Thoroughly validate the Priority Lists based on given parameters. Sign the Priority Lists after checking and verification. Prepare allocation list and other supporting documents. Consolidate the Priority Lists and endorse relative documents to the Vice-Chairperson for recommending approval.
Secretariat: CID Administrative Aide IT Personnel Project Development Officer	Oliver Laurian Jr Eric Wanson Antionette D. Sacyang	 Assist regular members in checking and validating documents. Provide technical assistance in the preparation of the allocation list. Perform other duties assigned to them.

4. Relative to DepEd Order No. 24, s. 2023, Guidelines on the Provision of Supplementary Learning Resources (SLRs) for Public School Libraries and Library Hubs, functions, and responsibilities of the SLR Committee and SLR Management Team, the Regional Office









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through its CLMD-Learning Resource Management Section shall conduct a Rollout Orientation to be announced through a Regional Memorandum.

Please be guided accordingly.

FM:

SALLY L. BANAKEN-ULLALIM

Schools Division Superintendent

For the Schools Division Superintendent:

RIZALYN A. GUZNIAN, EdD Chief- Education Supervisor-CID Officer-in-Charge

References:

DepEd Order No. 24, s. 2023 DepEd Order No. 35. s. 2019

CID-LR/eddd

