



Republic of the Philippines
Department of Education
REGION V
SCHOOLS DIVISION OF SORSOGON

DIVISION MEMORANDUM

No. 214 s. 2023

To: Assistant Schools Division Superintendent
CID and SGOD Chiefs
Education Program Supervisors and Division Coordinators
Public School District Supervisors and OIC PSDSs
Elementary and Secondary School Heads

From: **WILLIAM E. GANDO, CESO VI**
Schools Division Superintendent

Subject: **DIVISION SUPPLEMENTARY LEARNING RESOURCES MANAGEMENT TEAM**

Date: October 6, 2023

1. In line with DepEd Order No. 24 s 2023 entitled "Guidelines on the Provision of Supplementary Learning Resources for Public School Libraries and Library Hubs, this division creates the following:

A. Division SLR Management Team

Designation	Responsible Person
Chairperson	William E. Gando, CESO VI Schools Division Superintendent
Vice Chairperson	Gina Q. Tarog Chief Education Program Supervisor
Regular Members	<ol style="list-style-type: none">Gilbert Z. Apostol -LRMS SupervisorCynthia D. Escobar- Librarian IILearning Area Program SupervisorsJohny J. So- EPS II (ALS)Eduardo A. Pollarca-PSDS in charge of monitoring LRsFrancisco J. Espineda -President of the Division Federation of Parent Teachers and Community Association
Secretariat	<ol style="list-style-type: none">Julie Joan B. Lorilla -CID Admin AssistantJohn Rey J. Perez- ICTOSalvador B. Belen Jr.- PDO LRMSNicanor P. Bailon-EPS II (ALS)



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B. Division SLR Committee for Library Hub

Designation	Responsible Persons
Chairperson	Gilbert Z. Apostol <i>Education Program Supervisor-LRMS</i>
Vice Chairperson	Eduardo A. Pollarca <i>PSDS designated by the SDS preferably a Reading Specialist</i>
Regular Members	<ol style="list-style-type: none"> 1. Sharon Vito -Education Program Supervisor (Filipino) 2. Jerry G. Firmanes- Education Program Supervisor (Math) 3. Learning Area Supervisors concerned 4. Cynthia D. Escobar- Librarian II 5. Maricel M. Dineros- Education Program Supervisor 6. Michelle H. Guadamor- Education Program Supervisor 7. Salvador B. Belen Jr. – PDO II

2. For the composition of School SLR Committee for School Libraries, please accomplish the format below and submit a softcopy to Mr. Salvador B. Belen Jr, LRMS PDO II at salvador.belen001@deped.gov.ph not later than October 20, 2023.

C. School SLR Committee for School Libraries

Designation	Responsible Person
Chairperson	School Head/ Teacher In Charge
Vice Chairperson	Assistant Principal or in the absence thereof, a Head Teacher/ Master Teacher or the most senior teacher by experience
Regular Members	<ol style="list-style-type: none"> 1. Reading Coordinator 2. Mathematics Coordinator 3. A Head Teacher 4. A Master Teacher or 5. Teachers designated as Department Head or Subject Area Coordinator <p><i>(Regular members should not exceed 5)</i></p> <p>Note: A non-teaching personnel can be designated to provide support to the Committee as to its role and responsibility in the identification and evaluation of SLRs.</p>



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3. The **School SLR Committee** shall have the primary responsibility to identify the titles of SLRs for procurement. The **Division SLR Committee**, on the other hand, shall have the primary responsibility to identify the titles of SLRs for the library hub. Identification of the SLRs shall be on the basis of actual need, priorities, and sustainability of the school library/library hub.
4. The members of the SLR Committees shall also evaluate SLRs during the conduct of market scoping activities. They shall use the DepEd Evaluation Rating Sheet for Supplementary Learning Resources (SLRs) to assess the sustainability of SLRs for school libraries and library hubs and to ensure that the SLRs are free of any kind of errors. The rating sheet includes criteria on the following: format, content, presentation and organization, and accuracy and recency of information. To maintain objectivity and fairness in the evaluation process, the SLR committees shall be oriented on the indicators.
5. In determining the actual need, the current inventory of school libraries and library hubs shall be considered. Moreover, SLRs to be chosen must support programs, projects, and the directives of the DepEd and must be suitable for use in public schools. Thus, for schools, other than in the case of integrated schools, selected SLRs shall be appropriate to their school category (i.e., elementary or secondary). During the identification, the budget ceiling allocated to the school library and library hub shall be considered.
6. The following shall also be consulted on the SLRs needed to be procured:
 - a. Faculty President or a representative designated by the Faculty Club
 - b. Supreme Student Government President or representative
 - c. Representative of the Parents, Teachers, and Community Association
7. For more details, please refer to DepEd Order No 24, s 2023.
8. For information, guidance and compliance.



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