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**DIVISION MEMORANDUM**  
 No. 110, s. 2017

DepEd Division Office of Catanduanes  
 RECEIVED  
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 Initial/Signature: [Signature]

**TO:** Chiefs, CID and SGOD  
 Education Program Supervisors  
 Public School District Supervisors  
 Secondary and Elementary School Heads  
 Secondary and Elementary School LRMSD Coordinators

**FROM:**   
**SOCORRO V. DELA ROSA, CESO VI**  
 Schools Division Superintendent

**SUBJECT: DIVISION ORIENTATION-TRAINING ON ENHANCED LR PORTAL**

**DATE:** July 3, 2017

In support of DepEd Memorandum No. 82, s. 2017 RE: Learning Resource Management and Development System Implementation in the Rationalized DepEd Structure, the Division Learning Resource Management and Development System is conducting Division-Orientation Training on Enhanced LR Portal on the following schedule:

Zone	Municipality	Date	Venue
1	Virac San Andres	July 31-August 1, 2017	San Andres Central Elementary School
2	Gigoto, Baras, Bato, San Miguel	July 25-26, 2017	Bato Rural Development High School
3	Viga, Payo, Bagamanoc	August 7-8, 2017	Panganiban Central Elementary School
4	Caramoran, Pandan	August 3-4, 2017	Caramoran Central Elementary School

At the end of the orientation-training, the participants shall:

1. be capacitated with LRMSD's key processes of the enhanced LR Portal;
2. recognize roles and responsibilities of each personnel maintaining the LR Portal;
3. gain knowledge on the improved QA process of LR Portal;
4. reoriented on the evaluation tools and prepare learning resource for uploading, cataloguing, QA and publishing;
5. develop a 2-year action plan for LR Portal advocacy from the schools to the division office.

Participants to this 2-day live-out orientation-training are PSDSs, School Heads of host schools, and elementary and secondary school LRMSD Coordinators. For integrated schools, only 1 LRMSD Coordinator representing elementary and secondary school, including senior high school, is requested for each school.

The participants are also expected to bring the following:

1. laptop
2. working pocket wifi or wifi stick
3. hard and digital copies of learning resource materials for cataloguing, QA and publishing.

Participants are also enjoined to have active DepEd account to be used during workshop.

Travel and other incidental expenses of the participants shall be charged against local funds. Two snacks and lunch shall be served each day charged to MOOE subject to the usual accounting and auditing rules and regulations.

Participants from secondary schools with fiscal autonomy shall have a registration fee of P250.00/person charged to their school MOOE.

For information, guidance and compliance.