

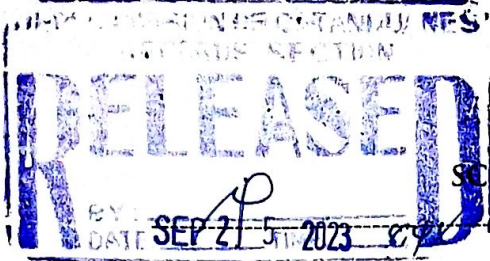


Republic of the Philippines

Department of Education

REGION V

SCHOOLS DIVISION OFFICE OF CATANDUANES



**DIVISION MEMORANDUM**

No. 392 s. 2023

TO: Chiefs, CID and SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
School Heads  
All Concerns

**DIVISION SLR MANAGEMENT TEAM**

1. In compliance to DepEd Order No. 024 s. 2023, RE: Guidelines on the Provision of Supplementary Learning Resources For Public School Libraries and Library Hubs, this Division creates the following:

A. Division Supplementary Learning Resources Committee

**Division SLR Committee**

<b>Designation</b>	<b>Responsible Person</b>
<b>Chairperson</b>	Socorro V. Dela Rosa, CESO V Schools Division Superintendent
<b>Vice-Chairperson</b>	Romel G. Petajen Chief, Curriculum Implementation Division
<b>Regular Members</b>	1. Jesslyn T. Taway, EPS (LRMDS) 2. Peachie Roshele T. Chavez, Librarian II 3. Ma. Gina M. Templonuevo, EPS (Filipino) 4. Amelia B. Cabrera, Division ALS Focal Person 5. Belen T. Tapas, PSDS, In-Charge of monitoring of LRs 6. Representative of the Division Federation of PTCA
<b>Secretariat</b>	1. Jenelyn L. Del Barrio, CID Administrative Assistant VI 2. Jennifer B. Metica, Division Information Officer 3. Jogene Alily C. San Juan, PDO II (LRMDS) 4. Shelita G. Valeza, ADA I 5. Sandrine A. Tabuzo, COS (LRMDS)

As stated

To be indicated in the perpetual Index under the following subjects:

GUIDELINES ON THE PROVISION OF SUPPLEMENTARY LEARNING RESOURCES FOR PUBLIC SCHOOL LIBRARIES AND LIBRARY HUBS

JTT/AD

September 22, 2023



San Roque, Virac, Catanduanes

052 - 8114063

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DepEd Tayo - Region V - Catanduanes

B. Division SLR Committee for Library Hub

**Division SLR Committee for Library Hub**

<b>Designation</b>	<b>Responsible Person</b>
<b>Chairperson</b>	Jesslyn T. Taway, EPS (LRMDS)
<b>Vice-Chairperson</b>	Ruth B. Sorrera, PSDS (Reading)
<b>Regular Members</b>	<ul style="list-style-type: none"> <li>• Gina B. Pantino, EPS, In-Charge of Reading Program</li> <li>• Jezrahel T. Omadto, EPS (Mathematics)</li> <li>• All other Education Program Supervisors</li> <li>• Peachie Roshele T. Chavez, Librarian II</li> <li>• Ruth B. Sorrera</li> <li>• Arnold M. Valledor, PSDS</li> <li>• Jogene Alily C. San Juan, PDO II</li> <li>• Aroline T. Borja, EPS</li> <li>• Zarita M. Boneo</li> </ul>

2. All schools are also required to create their respective School SLR Committee with the following composition: and to be submitted thru the email address, [peachieroshele.chavez@deped.gov.ph](mailto:peachieroshele.chavez@deped.gov.ph) on or before September 29, 2023

**School SLR Committee for School Library**

<b>Designation</b>	<b>Responsible Person</b>
<b>Chairperson</b>	School Head/Teacher-In-Charge
<b>Vice-Chairperson</b>	Assistant Principal or in the absence thereof, a Head Teacher/Master Teacher or the most senior teacher by experience
<b>Regular Members</b>	<ol style="list-style-type: none"> <li>1. Reading Coordinator</li> <li>2. Mathematics Coordinator</li> <li>3. A Head Teacher</li> <li>4. A Master Teacher or</li> <li>5. Teachers designated as Department Head or Subject Area Coordinator</li> </ol> <p><i>(Regular members should not exceed 5.)</i></p> <p><b>NOTE:</b> 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>

:as stated

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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 suitability to the school library/library hub. (Please refer to Annex 1. Scoping Tool for Identifying SLRs, DO: no. 24 s. 2023)
4. The members of the SLR Committee shall also evaluate SLRs during the conduct of market scoping activities. They shall use the DepEd evaluation Rating Sheet for Supplementary Learning Resources (Annex 2 & 3, DO no. 24 s. 2023) to assess the suitability 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. Scoping, preparation, and submission of priority list and supporting documents to the Division Office shall be done by schools on October 2-6, 2023.
8. For information and guidance and compliance.



**SOCORRO V. DELA ROSA, CESO V**  
Schools Division Superintendent

as stated

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