



Republic of the Philippines
Department of Education

DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID-2024- 332

To : Curriculum Implementation Division Chief
Learning Resource Manager
Librarian II
School Librarian Designate

Subject : **REQUEST FOR THE SUBMISSION OF ACCOMPLISHED SCHOOL LIBRARY AND LIBRARY HUB COLLECTION FORM**

Date : August 16, 2024

Pursuant to Regional Memorandum CLMD-2024-476 dated August 9, 2024, re: **REQUEST FOR THE SUBMISSION OF ACCOMPLISHED SCHOOL LIBRARY AND LIBRARY HUB COLLECTION**, this office advises the Learning Resource Management Section (LRMS) to ensure the submission of the accomplished school library and library hub collection form. Submission of the said accomplished form shall serve as inventory to further strengthen program and policy development on school library and library hubs.

Moreover, it aims to create a comprehensive database of school library and library hub collections.

Relative to this, the respective school librarians are requested to submit the inventory of the following supplementary learning resources (SLRS) by accomplishing the template with the following categories:

No.	Types of Supplementary Learning Resources (SLR)	Publication Year
1	Storybooks	No Minimum Publication Year
2	Fiction Book/Creative Works	
3	Learning Area References	2014 to present
4	General References	



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
Telephone Nos.: (082) 553-8375; (082) 553-8396



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

Access to these templates is routed to the regional librarian. Additionally, the filename convention shall bear the name of the school together with the school level. Below are samples:

Integrated Schools Filename Convention	
Individual Library	Integrated Library
BLR_Integ.School_ES_Lib	BLR_Integ.School_ES&JHS_Lib
BLR_Integ.School_JHS_Lib	BLR_Integ.ESJHS&SHS_Lib
BLR_Integ.School_SHS_Lib.	BLR_Integ.JHS&SHS_Lib.


Deadline of submission is on or before August 16, 2024, however, an initial data shall be collected by the BLR on August 9, 2024.

Mr. Marlon G. Ompoc, Librarian II of the BLR-Quality Assurance Division (BLR-QAD) will coordinate with the respective Learning Resource Management Section (LRMS) offices on the said matter. For query or clarification, you may email Mr. Ompoc at marlon.ompoc@deped.gov.ph copy furnished blr.lrqad@deped.gov.ph or contact him at telephone numbers (02) 8631-9294 or (02) 8634-1054.

Immediate dissemination and compliance of this memorandum is directed.


MELANIE B. ESTACIO, CESO VI
OIC- Schools Division Superintendent

-DepEd Schools Division of Digos City
RECORDS SECTION

RECEIVED
21-125703
DATE: 21 AUG 2024 TIME: 9:03
BY: 

Enclosed: As stated,

CID/LR/lts



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
Telephone Nos.: (082) 553-8375; (082) 553-8396



Republic of the Philippines
Department of Education
DAVAO REGION

TRACKING NUMBER:
36041
CLMD

125703

Office of the Regional Director

REGIONAL MEMORANDUM

CLMD-2024-476

To : Schools Division Superintendents

Subject : REQUEST FOR THE SUBMISSION OF ACCOMPLISHED SCHOOL LIBRARY AND LIBRARY HUB COLLECTION FORM

Date : August 9, 2024

Pursuant to Memorandum BLR-2024-08-1568, re: **Accomplishment of the School Library and Library Hub Collection Form**, this Office advises the Schools Division Offices (SDOs) through the Learning Resource Management Section to submit the accomplished school library and library hub collections on August 16, 2024.

Details of this memorandum are found in the enclosure.

Immediate dissemination and compliance of this Memorandum is directed.

ALLAN G. FARNAZO
Director IV

Enclosed: As stated.
ROC12/aca



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-1665; (082) 221-6147
Email Address: region11@deped.gov.ph
Website: www.depedoxl.ph

Doc. Ref. Code	RO-KMT-F001	Rev	00
Effectivity	07.01.24	Page	1 of 1






Republic of the Philippines
Department of Education
BUREAU OF LEARNING RESOURCES

Office of the Director

MEMORANDUM
BLR-2024-08-1568

TO : REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS

ATTENTION : REGIONAL LIBRARIANS
SCHOOLS DIVISION OFFICE LIBRARIANS
LIBRARY HUB LIBRARIANS
SCHOOL LIBRARIANS/LIBRARY-IN-CHARGE

FROM :  ARIZ DELSON ACAY D. CAWILAN
Director IV

SUBJECT : ACCOMPLISHMENT OF THE SCHOOL LIBRARY AND LIBRARY
HUB COLLECTION FORM

DATE : August 7, 2024

This has reference to the virtual orientation conducted on August 6, 2024 which was attended by the regional, Schools Division Office (SDO), and library hub librarians relative to the accomplishment of school library and library hub collection form. This form shall serve as inventory to further strengthen program and policy development on school library and library hubs and aims to create a comprehensive database of school library and library hub collections.

In this regard, the respective school libraries and library hubs are requested to submit the inventory of the following supplementary learning resources (SLRS) by accomplishing the template with the following categories:

No.	Types of Supplementary Learning Resources (SLR)	Publication Year
1.	Storybooks	No minimum Publication Year
2.	Fiction Book/Creative Works	
3.	Learning Area References	2014 to present
4.	General References	

The template shall be provided by the Bureau of Learning Resources (BLR) to the regional librarians. Likewise, the respective regional offices (ROs) shall prepare the following folders where the accomplished forms will be submitted by the SDOs:

DIVISION CODE



(BLRM) Ground, Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City; (02) 8634-1072; 8634-0901; 8634-1054;
(BLRC) Ecotech Compound Sudlon, Lahug, Cebu City; (032) 230-7939; (032) 230-7948
Email Address: blr.od@deped.gov.ph; blr.lrd@deped.gov.ph; blr.lrqad@deped.gov.ph; blr.cebu@deped.gov.ph



DepEd Philippines



@depedphilippines



@DepEd_PH



www.deped.gov.ph

Major Folders		Description
Folder A.	Region ____ Library Hubs	Accomplished library hub inventory forms are uploaded here.
Folder B.	School Level	Description
1.	Elementary Library	Accomplished forms submitted by <u>stand-alone schools</u> and <u>integrated schools with individual library</u> (individual elem., junior, and senior high school library) are uploaded here.
2.	Junior High School Library	
3.	Senior High School Library	
4.	Integrated Elementary and Junior High School Library	Accomplished forms submitted by <u>integrated schools with integrated library</u> are uploaded here.
5.	Integrated Elementary, Junior, and Junior High School Library	
6.	Integrated Junior and Senior High School Library	

For integrated schools, the filename convention shall bear the name of the school together with the school level. Here are the examples:

Integrated Schools Filename Convention	
Individual Library	Integrated Library
BLR_Integ.School_ES_Lib	BLR_Integ.School_ES&JHS_Lib
BLR_Integ.School_JHS_Lib	BLR_Integ.ESJHS&SHS_Lib
BLR_Integ.School_SHS_Lib.	BLR_Integ.JHS&SHS_Lib.

Deadline of submission is **on or before August 16, 2024**. However, an initial data shall be collected by the BLR on August 9, 2024.

Mr. Marlon G. Ompoc, Librarian II of the BLR-Quality Assurance Division (BLR-QAD) will coordinate with the respective Learning Resource Management Section (LRMS) offices on the said matter. For any query or clarification, you may email Mr. Ompoc at marlon.ompoc@deped.gov.ph copy furnished blr.lrqad@deped.gov.ph or contact him at telephone numbers (02) 8631-9294 or (02) 8634-1054.

For your information and guidance.

Attached: as stated

Copy furnished:

REVESEE A. ESCOBEDO
Office of the Undersecretary for Field Operations

GINA O. GONONG
Undersecretary for Curriculum and Teaching

ALMA RUBY C. TORIO
Assistant Secretary for Curriculum and Teaching