



Republic of the Philippines  
**Department of Education**  
DIGOS CITY DIVISION

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

CID-2025- 227

To : Curriculum Implementation Division Chief  
EPS-LR Manager  
BAC Co-Chairman  
Accountant  
Legal Officer  
PDO II  
Division Librarian

Subject : **CONDUCT OF ACTIVITIES FOR THE FINALIZATION ON THE SCOPING AND EVALUATION OF SLRs**

Date : June 30, 2025

Pursuant to Regional Memorandum CLMD-2025-341 re: Conduct of Activities for the Finalization on the Scoping and Evaluation of SLRs, this office advises the following personnel to attend the series of activities at The Ritz Hotel.

Activities	Division Personnel Involved	Day 0/First Meal	Last Day/Meal
Rollout of DO 24 s. 2023 and other related issuances on the procurement of SLRs on July 1, 2025	LR Manager BAC Co-Chairman Administrative Assistant III- Legal Officer Representative Accountant PDO II Division Librarian	June 30,2025 Arrival & Registration: 5:00 PM Dinner: 6PM	July 1, 2025 PM Snack: 5:00 PM
Evaluation and Finalization of Priority List of SLRs on July 2-5,2025	Division Librarian	July 1, 2025 Arrival & Registration: 5:00 PM Dinner: 6PM	July 5, 2025 PM Snack: 5:00PM

Participants are advised to bring laptops and extension cord for the workshop.

Details of the memorandum are found in the enclosures.

Board and lodging, and meals will be provided using the Program Support Fund (PSF) under Directly Released Funds FY 2025 TBIMF while traveling and incidental expenses shall be charged against local funds, subject to the usual government accounting and auditing rules and regulations. Compensatory Overtime Credit (COC) shall be given to personnel working on Saturdays, Sundays, and Holidays as stipulated in CSC Joint Circular No. 2 s.2004



**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

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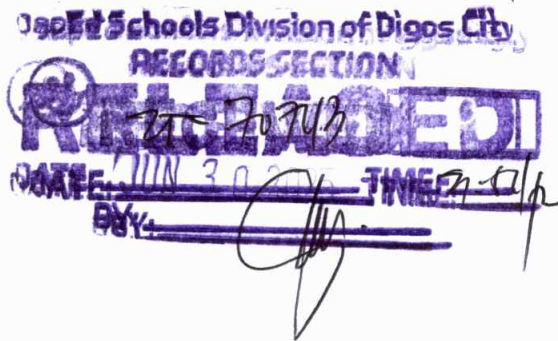
**Office of the Schools Division Superintendent**

Immediate dissemination and compliance of this Memorandum is desired.

For and in the absence of the  
Schools Division Superintendent:

  
**PETER JASON C. SENARILLOS**  
Senior Education Program Specialist  
Officer-In-Charge 

Enclosed: As stated,  
CID/LR/lts



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Republic of the Philippines  
Department of Education  
DAVAO REGION

Schools Division of Digos City  
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June 24, 2025

REGIONAL MEMORANDUM  
CLMD-2025-341

CONDUCT OF ACTIVITIES FOR THE FINALIZATION ON THE  
SCOPING AND EVALUATION OF SLRs

To: Schools Division Superintendents  
CLMD Chief Education Supervisor

1. Pursuant to Joint Memorandum, re: **Guidelines on the Utilization of Directly Released Funds Under FY 2025 Textbooks and Other Instructional Materials Fund-Provision of Supplementary Learning Resources (SLRs) for Public School Libraries and Library Hubs**, this Office advises the following personnel to attend the series of activities at the Ritz Hotel:

Activities	Regional Office	Division Offices
Rollout of DO 24 s. 2023 and Other Related Issuances on the Procurement of SLRs on July 1, 2025	CLMD Chief ES LR Manager Librarian TAS LR Administrative Assistant II Legal Officer BAC Member (1) Accountant	LR Manager Librarian PDO II Legal Officer BAC Member (1) Accountant
Evaluation and Finalization of Priority List of SLRs on July 2-5, 2025	CLMD Chief ES LR Manager Librarian TAS LR Administrative Assistant II	Librarian

2. The Librarians are advised to bring laptop and extension cord for the workshop.

3. Details of the memorandum are found in the enclosures.

4. Board and lodging, and meals will be provided using the Program Support Fund (PSF) under Directly Released Funds FY 2025 TBIMF while traveling and incidental expenses shall be charged against local funds, subject to the usual government accounting and auditing rules and regulations. Compensatory Overtime Credit (COC) shall be given to personnel working on Saturdays, Sundays, and Holidays as stipulated in CSC Joint Circular No. 2 s. 2004.

5. Immediate dissemination and compliance of this Memorandum is directed.

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Digitally signed by  
Farnazo Allan Gabriel  
Date: 2025.06.26  
ALLAN G. FARNAZO  
Director IV

RO12/aca



Address: F. Torres St., Davao City (8000)  
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Website: www.depedroxi.ph







Republic of the Philippines  
**Department of Education**  
DAVAO REGION

**CONDUCT OF ACTIVITIES FOR THE FINALIZATION OF RESULTS  
ON THE SCOPING AND EVALUATION OF SLRs**

**Details of the Activities**

Activities	Day 0/First Meal	Last Day/Meal
Activity A: Rollout of DO 24 s. 2023 and Other Related Issuances on the Procurement of SLRs on July 1, 2025	June 30, 2025 5:00pm – Arrival and Registration 6:00pm – Dinner	July 1, 2025 5:00pm – PM Snacks
Activity B: Evaluation and Finalization of Priority List of SLRs on July 2-5, 2025	July 1, 2025 5:00pm – Arrival and Registration 6:00pm – Dinner	July 5, 2025 5:00pm – PM Snacks

Prepared by:

**ANALIZA C. ALMAZAN**  
LR Manager

NOTED:

**MARY JEANNE B. ALDEGUER, EdD**  
Chief ES, CLMD



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