



Republic of the Philippines  
Department of Education  
Region VI-Western Visayas  
SCHOOLS DIVISION OF KABANKALAN CITY

DIVISION MEMORANDUM  
No. 390, s.2023

OCT 18 2023

CONSTITUTING THE DIVISION SUPPLEMENTARY LEARNING RESOURCE (SLR)  
MANAGEMENT TEAM, DIVISION SLR COMMITTEE,  
AND SCHOOL SLR COMMITTEE

To: OIC-Assistant Schools Division Superintendent  
Chiefs, CID and SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Elementary and Secondary School Heads  
All Others Concerned

1. Pursuant to DepEd Order no. 24, s. 2023, RE: Guidelines on the Provision of Supplementary Learning Resources (SLRs) for Public School Libraries and Library Hubs, this Office, constitutes the Division Supplementary Learning Resources (SLR) Management Team, Division SLR Committee as follows:

Division SLR Management Team

| Designation        | Responsible Person  |
|--------------------|---|
| Chairperson        | <b>MICHELL L. ACOYONG, CESO VI</b><br>Assistant Schools Division Superintendent<br>OIC – Office of the Schools Division Superintendent  |
| Vice – Chairperson | <b>JUNRY M. ESPARAR, PhD</b><br>Chief, Curriculum Implementation Division   |
| Members            | <b>MARY HELEN M. BOCOL</b><br>Learning Resource Management Section (LRMS) Supervisor<br><br><b>EMEE ANN P. VALDEZ</b><br>Division Librarian II<br><br><b>EDEN JOY B. NIFRAS</b><br>Learning Area Education Supervisor – English<br><br><b>NEMIA T. LUCERNA</b><br>Education Program Specialist in ALS<br><br><b>JOLLY G. GARIANDO JR</b><br>Public Schools District Supervisor<br><br><b>MELLO P. TEOVISIO</b><br>Representative of the Division Federation of Parents Teachers and Community Association |



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| Secretariat | <b>REBECCA MAREJAH M. OTAÑES</b><br>CID Administrative Assistant   |
|             | <b>ARCHIEBAL POYOGAO</b><br>ITO Personnel                          |
|             | <b>SHEILA MAE T. MISAMEN</b><br>Project Development Officer (LRMS) |
|             | <b>SALVACION CERVANTES</b><br>Other Assigned SDO Personnel         |

Division SLR Committee for Library Hub

| Designation        | Responsible Person   |
|--------------------|--|
| Chairperson        | <b>MARY HELEN M. BOCOL</b><br>Learning Resource Management Section (LRMS) Supervisor |
| Vice – Chairperson | <b>JOLLY G. GARIANDO JR</b><br>Public Schools District Supervisor                    |
| Members            | <b>EMEE ANN P. VALDEZ</b><br>Division Librarian II                                   |
|                    | <b>EDEN JOY B. NIFRAS</b><br>Learning Area Education Supervisor – English            |
|                    | <b>RENE S. ERILLO</b><br>Learning Area Education Supervisor – Mathematics            |
|                    | <b>JACQUELINE B. DAGUNAN</b><br>Public Schools District Supervisor - LRE             |
|                    | <b>XYZETTE V. GANZA, PhD</b><br>Education Program Supervisor - LRE                   |

2. The functions of each of the above-mentioned team/committees are as follows:

| Division SLR Management Team:  |
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| <div><div>a.</div><div>Provides Technical Assistance in the creation of School SLR Committee for the school library and Division SLR Committee for the library hub;</div></div> <div><div>b.</div><div>Facilitates the verification process on the priority lists submitted for school libraries of library hubs; and</div></div> <div><div>c.</div><div>Verifies the parameters used in the identification process.</div></div> |





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| <b>Division SLR Committee:</b>  |
| a. Identifies SLRs using the scoping and evaluation tools for each type of SLRs that shall be included in their respective priority list; and<br>b. Evaluates SLRs during the conduct of market scoping activities. |
| <b>School SLR Committee:</b>  |
| a. Identifies titles of SLRs for procurement.   |

3. Public Elementary and Secondary School Heads shall also constitute their respective School SLR Committees with the following composition:

| Designation        | Responsible Person  |
|--------------------|---|
| Chairperson        | School Head/Teacher-In-Charge   |
| Vice – Chairperson | Master Teacher or the Most senior teacher by experience   |
| Members            | School Reading Coordinator<br>Mathematics Coordinator<br>A Head Teacher<br>A Master Teacher<br>Teacher designated as Department Head or Subject Area Coordinator<br><br><i>Note: Regular member should not exceed<br/>A non-teaching personnel can be designate to provide support to the committee as to its role and responsibility in the identification and evaluation of SLRs.</i> |

4. Widest dissemination of and compliance with this Memorandum are desired.

**MICHELL L. ACOYONG, CESO VI**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent