

Republic of the Philippines  
Department of Education  
Region VI – Western Visayas  
**SCHOOLS DIVISION OFFICE OF KABANKALAN CITY**  
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**DIVISION MEMORANDUM**

No. 72, s. 2018

**Submission of Updated Inventory of Learning Resources**

**TO :** Chiefs, CID and SGOD  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
School LR Coordinators and School Property Custodians

**FROM:** MA. LORLINIE M. ORTILLO, CESO VI  
Schools Division Superintendent

**DATE :** April 25, 2018

1. The Bureau of Learning Resources (BLR) thru the assistance of the Regional Offices and Division LR Supervisors is requiring all Public School Principals or Heads of Elementary and High Schools (Junior and Senior) to submit a ***soft and hard copy*** of the inventory of usable K to 12 Learning Resources (LRs) to the Learning Resource Management and Development (LRMD) Section using the attached form "**Learner's Resources Situation Report**" on May 17, 2018 at the Division Library Hub ((please see attached Memorandum and form).
2. Soft copy of the form (for Elementary, Junior High School and Senior High School) in excel format is available for downloading using the following link: <http://bit.ly/usableLRinventory> and will be sent thru email upon completion to this account: [jewelyn.cadigal@deped.gov.ph](mailto:jewelyn.cadigal@deped.gov.ph) .
3. For more queries and clarifications, please contact Mrs. Jewelyn Q. Cadigal, Project Development Officer II - LR at telephone no. 471-0218 and cellphone no. 09153664365.
4. For immediate dissemination and compliance of all concerned.

  
**MA. LORLINIE M. ORTILLO, CESO VI**  
Schools Division Superintendent

Enclosure: *As stated*

Reference: DM-CI-2018-00127



*Undersecretary for Curriculum and Instruction*

**Memorandum**

DM-C.I-2018-00127

To: Regional Directors  
Schools Division Superintendents  
School Heads/Principals (Public Elementary and High Schools)

From: *Lorna D. Dino*  
Lorna D. Dino  
Undersecretary for Curriculum and Instruction

Subject: Submission of Updated Inventory of Learning Resources

Date: April 18, 2018

1. All Public School Principals or Heads of Elementary and High Schools (Junior and Senior) are required to submit the inventory of usable K to 12 Learning Resources (LRs) to their respective Division Offices using the attached form "Learners' Resources Situation Report."
2. Division Offices shall consolidate the reports and submit these to the Bureau of Learning Resources (BLR), copy furnish the Regional Office and LR Supervisors, on or before May 31, 2018 thru the following:

Telefax Nos.	(02) 634-09-01; 631-4985 (applies to division consolidated reports only)
Email address	milagros.rebato@deped.gov.ph (for Regions I, II, III, CAR, XI, and XII) angeline.espiritu@deped.gov.ph (for Regions IV-A/B, V, NCR, XIII, and ARMM) ireen.subebe@deped.gov.ph (for Regions VI, VII, VIII, IX, and X)
Mailing address	Addressed to : Edel B. Carag, Director III, OIC Director IV Bureau of Learning Resources, Department of Education Ground Floor, Bonifacio Building Philsports Complex, Meralco Avenue, Pasig City

3. Regional Directors and Division Superintendents must ensure the dissemination of this urgent message and likewise ensure the submission of the duly accomplished reports on or before the set deadline.
4. For your guidance and strict compliance.

**Attach.: as stated**

*Mila*

BLRPD - 01 - 18 - 008