DIVISION MEMORANDUM
No. 189, s. 2019

Work Engagement of Schools Division Librarians in the Establishment of the Regional Library

To: Chief, Curriculum Implementation Division

Attention: Juvy A. Comaingking
Librarian II

1. In pursuance to an Unnumbered Regional Memorandum dated February 14, 2019, re: "Work Engagement of Schools Division Librarians in the Establishment of the Regional Library", Mrs. Comaingking is hereby directed to report to LRMDC Office, DepEd Region XI, F. Torres St., Davao City, on February 26-28, 2019.

2. The activity aims to:
   a. Engage Schools Division Librarians in the Establishment of the Regional Library.

3. Food of the participants shall be charged against ROP Funds, while travelling expenses shall be charged against the local funds, all subject to the usual accounting and auditing rules and regulations.

4. For Guidance and Compliance.

WINNIE E. BATOON, Ed. D.
Officer-in-Charge
Office of the Schools Division Superintendent

Ends: Unnumbered Regional Memorandum dated February 14, 2019
References: Unnumbered Regional Memorandum dated February 14, 2019
To be included in the Perpetual Index under the following subjects:
   Curriculum LRMDS Work Engagement
   jac: Work Engagement of Schools Division Librarians in the Establishment of the Regional Library
   date: February 19, 2019

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MEMORANDUM

To: Schools Division Superintendents

Subject: CHANGE OF SCHEDULE FOR THE WORK ENGAGEMENT OF SCHOOLS DIVISION LIBRARIANS IN THE ESTABLISHMENT OF THE REGIONAL LIBRARY

Date: February 20, 2019

In the exigency of the service, this Office informs the field of the change of schedule for the work engagement of Schools Division Librarians in the establishment of the Regional Library.

The new schedule is as follows:

<table>
<thead>
<tr>
<th>Nature of Work</th>
<th>Schedule</th>
<th>Librarians Involved</th>
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</thead>
<tbody>
<tr>
<td>1. Cataloguing of published LRs in the L.R. Portal</td>
<td>Feb 19</td>
<td>Davao City (2) and Island Garden City of Samal Divisions</td>
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<td></td>
<td></td>
<td>Davao Occidental, Davao del Sur and Digos City Divisions</td>
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<tr>
<td>2. Cataloguing of LRs found in the Library</td>
<td>Feb 20</td>
<td>Davao Occidental, Davao del Sur and Digos City Divisions</td>
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<td>3. Classify LRs for display</td>
<td>Feb 21</td>
<td>Panabo City, Davao del Norte and Tagum City Divisions</td>
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<td></td>
<td>Feb 22</td>
<td>Davao Oriental, Mati City and Compostela Valley Divisions</td>
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<tr>
<td>4. Arrange the classified and catalogued LRs in the shelves</td>
<td>Feb 26-28</td>
<td>Davao Occidental, Davao del Sur, Digos City, Davao City (2), Island Garden City of Samal, Panabo City, Davao del Norte, Tagum City, Compostela Valley, Mati City and Davao Oriental Divisions</td>
</tr>
</tbody>
</table>

Food (snacks and lunch) of the SDO Librarians shall be charged against ROP Funds, while travelling and other expenses shall be charged against the local funds, all subject to the usual accounting and auditing rules and regulations.

Immediate dissemination of this Memorandum to the concerned is desired.

ATTY. ALBERTO T. ESCOBARTE, CESO III
Regional Director