



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



April 19, 2018

DIVISION MEMORANDUM

No. 336, s. 2018

**Empowering Librarians and Library Staff:
Improving Skills, Personal Effectiveness and Productivity**

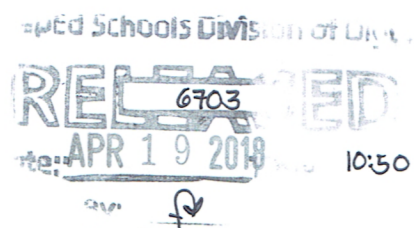
To : **Chief, Curriculum Implementation Division
Public Schools District Supervisors
Elementary School Principals/Heads
Junior High School Principals/Heads
Senior High School Principals/Heads
School Librarians/Library In-Charge**

1. Pursuance to Regional Advisory No. 038, s. 2018 dated April 10, 2018, re: "Empowering Librarians and Library Staff: Improving Skills, Personal Effectiveness and Productivity", this Office is reiterating the details of the said Advisory.
2. The Davao Doctors College (DDC) through the First DDC – Knowledge Resource Management Group (KRMG) will hold a Seminar-Workshop entitled, "Empowering Librarians and Library Staff: Improving Skills, Personal Effectiveness and Productivity" on May 30-31, 2018 at the audio-visual room of Davao Doctors College, Malvar St., Davao City.
3. The target participants of the said seminar are librarians, information managers and specialists, library support staff and information science students.
4. Attendance to this seminar-workshop is on **personal time** and registration fee is on **personal expense**.
5. For information and guidance.

pot *Winnie E. Batoon* 4/19/18
WINNIE E. BATOON, Ed. D.
Officer-in-Charge

Office of the Schools Division Superintendent

Encls: Regional Advisory No. 38, s. 2018, Letter from Dr. Estela R. Dequito
References: Regional Advisory No. 38, s. 2018, Letter from Dr. Estela R. Dequito
To be included in the Perpetual Index under the following subjects:
Curriculum Learning Resources Training
aca: Empowering Librarians and Library Staff: Improving Skills, Personal Effectiveness and Productivity
date: April 19, 2018





Republika ng Pilipinas
KAGAWARAN NG EDUKASYON
REHIYON XI
Lungsod ng Dabaw
Tanggapang Panrehiyon



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Website: <http://www.region11.deped.gov.ph>
SED Email Address: sed.deped11@gmail.com

REGIONAL ADVISORY NO. 030 s. 2018
April 10, 2018

EMPOWERING LIBRARIANS AND LIBRARY STAFF: IMPROVING SKILLS,
PERSONAL EFFECTIVENESS AND PRODUCTIVITY

TO : Schools Division Superintendents

1. Herewith is a letter of Dr. Estela R. Dequito, Group Head, KRM, Davao Doctors College (DDC), inviting all librarians, information managers and specialists, library support staff and information science students, to the First DDC – Knowledge Resource Management Group (KRMG) Seminar-Workshop entitled “Empowering Librarians and Library Staff: Improving Skills, Personal Effectiveness and Productivity,” on May 30-31, 2018, at the audio-visual room of Davao Doctors College, Malvar St., Davao City.
2. This Office interposes no objection to the above activity provided that the policy of “No Disruption of Classes” per DepEd Order No. 9 s. 2005 entitled “Instituting Measures to Increase Engaged Time-On-Task and Ensuring Compliance Therewith” is observed, participation is on personal time and expense, and that no DepEd funds be utilized for this purpose.
3. Details of the said activity are contained in the enclosures.
4. Immediate and wide dissemination of this Advisory is desired.

ATTY. ALBERTO T. ESCOBARTE, CESO III
Regional Director

By the authority of the Regional Director:

MA. CIELO D. ESTRADA
Education Program Supervisor
Office-In-Charge

Incl.: as stated
ROC06/MCDEstrada
Re DDC Seminar/Workshop

REGIONAL OFFICE OF EDUCATION - DAVAO
J. SCORRA CLERK
RELEASED
No. 2018-04-1645
Date: 4/10/18 Time: 2:22 PM



DAVAO DOCTORS COLLEGE, INC.

Knowledge Resource and Management Group
2nd floor, Main Building, Davao Doctors College,
Gen. Malvar Street, Davao City -Tel. Nos. (082) 222-0850 local 119

April 4, 2018

ATTY. ALBERTO T. ESCOBARTE, CESO IV

Regional Director

Department of Education, Region 11

Palma Gil Street, Davao City

DEPARTMENT OF EDUCATION ROXI
RECORDS SECTION

RECEIVED

By: / 874-2410
Date: 4-4-18 Time: 10:41

Sir:

Greetings of peace and solidarity!

Davao Doctors College, through its Knowledge Resource Management Group, respectfully requests your office an **Office Memorandum** endorsing the **1st DDC-KRMG Seminar-Workshop** on 30-31 May, 2018, at the Audio-Visual Room of Davao Doctors College Davao City.

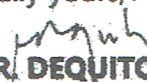
This year's theme of **"Empowering Librarians and Library Staff: Improving Skills, Personal Effectiveness and Productivity,"** hopes that with the increasing demand for making libraries relevant to current users, participants to this event, shall be responsive to:

1. determine appropriate strategies in handling customer complaints in the library.
2. equip with the knowledge and skills in effective public communication.
3. demonstrate technological skills (i.e. MS excel and Adobe Photoshop) which enable library staff to be more effective in their day to day work.
4. apply all the gained knowledge and experience from the training to the participants' respective library.

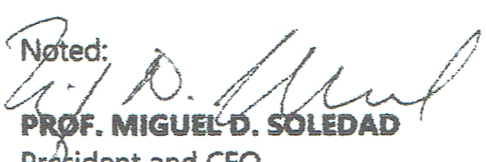
The target participants of the said seminar-workshop are librarians, information science and technology professors, information managers and specialists, library support staff, and information science students. A registration fee of Php1,300.00 for professionals and Php800.00 for undergraduate students will entitle participants to 2 lunches, 4 snacks, a digital kit and PRC CPDunits (on-going application).

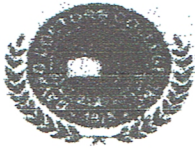
On behalf of the library and information professionals, we hope for your favorable response to our request.

Very respectfully yours,


DR. ESTELA R. DEQUITO
Group Head, KRM

Noted:


PROF. MIGUEL D. SOLEDAD
President and CEO



DAVAO DOCTORS COLLEGE, INC.

Knowledge Resource and Management Group
2nd floor, Main Building, Davao Doctors College,
Gen. Malvar Street, Davao City - Tel. Nos. (082) 222-0850 local 119

April 4, 2018

Sir/Madame:

Greetings of peace and solidarity!

Davao Doctors College, through its Knowledge Resource Management Group, is pleased to announce its 1st **DDC-KRMG Seminar-Workshop** on 30-31 May, 2018, at the Audio-Visual Room of Davao Doctors College, Davao City.

This year's theme of **"Empowering Librarians and Library Staff: Improving Skills, Personal Effectiveness and Productivity,"** hopes that with the increasing demand for making libraries relevant to current users, participants to this event, shall be responsive to:

1. determine appropriate strategies in handling customer complaints in the library.
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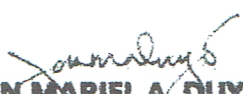
A registration fee of ₱1,300.00 for professionals and ₱800.00 for undergraduate students will entitle participants to 2 lunches, 4 snacks, a digital kit, a fellowship meal. CHED endorsement, DepEd advisory, and CPD units have been applied for. Attached is a copy of our program. The deadline for the registration of the seminar participants will be on May 18, 2018. Please register online via this link

(https://docs.google.com/forms/d/e/1FAIpQLSeUUXbR2i_LZSEvulLvy2tPpi8JTapy2QtwQ66GXvhd0RBp2g/viewform).

On behalf of the Davao Doctors College-KRMG, we look forward for the attendance of your librarians/information specialists to our first seminar- workshop.

Very respectfully yours,

Noted:

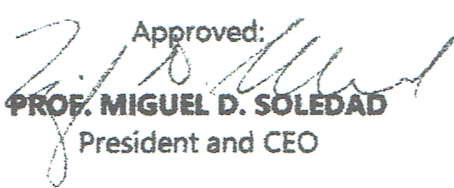

JAN MARIEL A. DUYO, RL

Chair, 1st DDC-KRMG Seminar
09382564828 / janmariel.duyo@gmail.com


DR. ESTELA R. DEQUITO

Group Head, KRM

Approved:


PROF. MIGUEL D. SOLEDAD

President and CEO