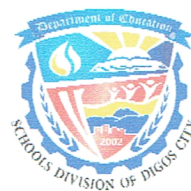




Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



March 5, 2019

DIVISION MEMORANDUM

No. 204, s. 2019

Final 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 March 4, 2019, re: **"Final Work Engagement of Schools Division Librarians in the Establishment of the Regional Library"**, Mrs. Comaingking is hereby directed to report to LRMD Office, DepEd Region XI, F. Torres St., Davao City, on March 6-8, 2019.
2. The activity aims to:
 - a. Finalize the Accession and Cataloguing of the Regional Library Collections
 - b. Make the Library Cards such as: Author, Title, and Subject Cards.
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

Wep
WINNIE E. BATON, Ed. D.
Officer-in-Charge

Office of the Schools Division Superintendent

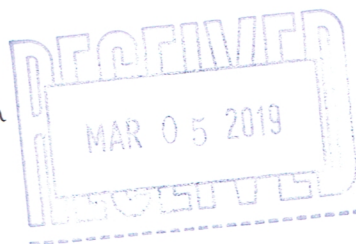
DepEd Schools Division of Digos City

RECORDS SECTION

RELEASED
30045

DATE: **MAR 07 2019** TIME: 4:40 PM

BY: *[Signature]*



Encls: Unnumbered Regional Memorandum dated March 4, 2019

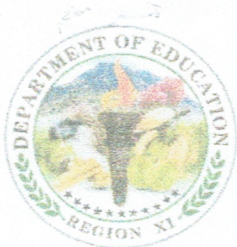
References: Unnumbered Regional Memorandum dated March 4, 2019

To be included in the Perpetual Index under the following subjects:

Curriculum LRMD Final Work Engagement

jac: Final Work Engagement of Schools Division Librarians in the Establishment of the Regional Library

date: March 4, 2019



Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION XI
Davao City



Address: F. Torres St., Davao City (8000)
Contact Telefax Numbers: (082) 291-1665/(082) 221-6147

Email: region11@deped.gov.ph
Website: www.depedroxi.ph

MEMORANDUM

To : Schools Division Superintendents

Subject : FINAL WORK ENGAGEMENT OF THE SCHOOLS DIVISION
LIBRARIANS IN THE ESTABLISHMENT OF THE REGIONAL
LIBRARY

Date : March 4, 2019

Pursuant to the deliverables of the Curriculum and Learning Management Division (CLMD) through the Learning Resource Management and Development Center (LRMDC), DepEd Regional Office XI has come up with the Regional Library.

To do the finishing touches in the establishment of the said Library, this Office directs the Schools Division Librarians to assist the LRMDC Staff, to wit:

Nature of Work	Schedule	Librarians Involved
1. Final Accession and Cataloguing of Library Collections	March 6-8, 2019	Tagum City, Davao del Norte Panabo City, Island Garden City of Samal, Davao City (2), Davao Occidental, Davao del Sur, Digos City, Mati City, Compostela Valley and Davao Oriental
2. Making of Library Cards - Author - Title		

Food (snacks, lunch, and dinner) 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 IV
Regional Director

ROC/12/aca