



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



April 1, 2019

DIVISION MEMORANDUM

No. 242, s. 2019

Technical Assistance of the Schools Division Librarians in the Regional Library

To : **Chief, Curriculum Implementation Division**

Attention: Juvy A. Comaingking
Librarian II

1. In pursuance to an Unnumbered Regional Memorandum dated March 29, 2019, re: **"Technical Assistance of the Schools Division Librarians in the Regional Library"**, Mrs. Comaingking is hereby directed to report to LRMD Office, DepEd Region XI, F. Torres St., Davao City, on April 2-3, 2019.
2. The activity aims to:
 - a. To do the mechanical and technical processing of the collections of Regional Library
 - b. Online Cataloguing using Infolib System
 - c. Generating Online Public Catalogue
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 compliance.

WINNIE E. BATON, Ed. D.

Officer-in-Charge

Office of the Schools Division Superintendent

For and in the absence of the
Schools Division Superintendent

Juvy A. Comaingking
SOLJED OLIVER LLB
Chief ES-SGOD
OC

DepEd Schools Division of Digos City
RECORDS SECTION

19-31821
DATE: **03 APR 2019** TIME: 2:12 PM
BY: *[Signature]*

Encls: Unnumbered Regional Memorandum dated March 29, 2019

References: Unnumbered Regional Memorandum dated March 29, 2019

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

Curriculum LRMS Mechanical and Technical Assistance

jac: Technical Assistance of the Schools Division Librarians in the Regional Library

date: April 1, 2019



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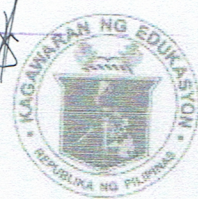
DATE: 01 APR 2019

TIME: 3:27 PM

BY:



Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION XI
Davao City



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Contact/Tel/Fax Numbers: (082) 291-1665/(082) 221-6147

Email: region11@deped.gov.ph

Website: www.depedroxi.ph

MEMORANDUM

To : Schools Division Superintendents
Division of Davao del Sur, Davao City, Digos City, Mati City,
Panabo City and Island Garden City of Samal

Subject: TECHNICAL ASSISTANCE OF THE
SCHOOLS DIVISION LIBRARIANS
IN THE REGIONAL LIBRARY

Date : March 29, 2019

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

To do the mechanical and technical processing of the collections in the said Library, this Office advises all the Schools Division Office's Librarians to assist the LRMDC Staff, to wit:

Name of Librarian	SDO	Schedule	Nature of Work
Alpha Amor Manglicmot	Davao del Sur	April 1-3, 2019	Online Cataloguing of books using Infolib(Library Information System)
Rosalie Antipuesto	Davao City		
Venus de Castro			
Juvy Comaingking	Digos City		
Ailyn Ponce	Mati City		
May Zarate	Panabo City		
Jennie Rivera	Samal City		Generating Online Public Catalogue

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

Immediate dissemination of this Memorandum to the concerned is desired.

DEPARTMENT OF EDUCATION ROXI
RECORDS SECTION

RELEASED

ATTY. ALBERTO T. ESCOBARTE, CESO III
Regional Director

ROC12/aca

Date: 04/01/19 Time: 1:15

1904-9473

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