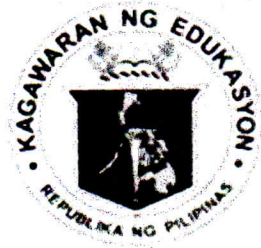


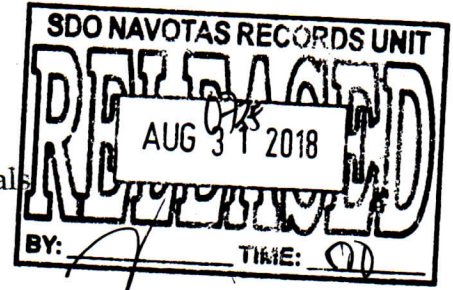


Republic of the Philippines  
Department of Education  
National Capital Region  
**SCHOOLS DIVISION OFFICE OF NAVOTAS CITY**  
Bagumbayan Elementary School Compound  
M. Naval St., Sipac Almacen, Navotas City



**MEMORANDUM**

To: OIC- Assistant Schools Division Superintendent  
Chief Education Supervisors, CID and SGOD  
Public Elementary and Secondary School Principals  
School LR Coordinators and School Custodians  
All Others Concerned



From: **MELITON P. ZURBANO, CESE**  
Officer-In-Charge  
Office of the Schools Division Superintendent

Date: August 31, 2018

Subject: **INTER-REGIONAL MONITORING ON THE DELIVERY AND  
INVENTORY OF LEARNING RESOURCES**

1. Enclosed is a Regional Memorandum dated August 30, 2018 with an attached letter from Dr. Edel B. Carag, Director III/OIC Director IV, Bureau of Learning Resource, on the conduct of the above-mentioned activity, contents of which are self-explanatory, for information.
2. Dr. Susan Salazar, EPS from Davao Oriental together with BLR representatives are assigned to monitor selected schools from SDO- Navotas.
3. Relative to this, the schedule of monitoring is as follows:

Day 1 September 3	Day 2 September 4	Day 3 September 5	Day 4 September 6
Division Office NBBNES NBBES KHS	KES NES SRNHS	NNHS BES SRES	TNHS TES-1 TES

4. Furthermore, all school property custodians, not included in the above list should still be prepared. School LR coordinators are also requested to assist the property custodian in preparing all the necessary records related to learning resources from Year 2012-2018.
5. Immediate and wide dissemination of this Memorandum is desired.



**Republika ng Pilipinas**  
(Republic of the Philippines)  
**KAGAWARAN NG EDUKASYON**  
(DEPARTMENT OF EDUCATION)  
**PAMBANSANG PUNONG REHIYON** Department of Education  
(NATIONAL CAPITAL REGION) National Capital Region  
Daang Misamis, Bago Bantay, Lungsod Quezon  
(Misamis St., Bago Bantay, Quezon City)

RELEASED

By: \_\_\_\_\_

Date: \_\_\_\_\_

8/31/16

**MEMORANDUM**

**To: SCHOOL DIVISION SUPERINTENDENTS**

**From: THE OFFICE OF THE REGIONAL DIRECTOR**

**Subject: Inter-Regional Monitoring on the Delivery and Inventory of Learning Resources**

**Date: August 30, 2018**

Attached is the letter of Dr. Edel B. Carag, Director III/OIC-Director IV, Bureau of Learning Resources, on the conduct of the above-stated activity, contents of which are self-explanatory.

An assigned Monitoring Official for each of the Schools Division Office should be fetched at NEAP-RELC, Marikina on Monday, September 3, before 6:00 AM. In conjunction with this, the Division LRMDs Supervisors are tasked to oversee and coordinate the activity.

More so, Schools Division Offices are requested to facilitate the board and lodging of the same for the duration of the activity, charged to BLR Funds.

For further information, please call Mr. Dennis M. Mendoza, Education Program Supervisor, Learning Resource Management and Development Section, at mobile no. 09178297161.

For strict compliance.

**WILFREDO E. CABRAL**  
Officer-in-Charge  
Office of the Regional Director





Republic of the Philippines  
Department of Education

## BUREAU OF LEARNING RESOURCES

Ground Floor, Bonifacio Bldg., DepEd Complex, Meralco Ave, Pasig City

\* blr.od@deped.gov.ph \* blr.lrp@deped.gov.ph \* blr.lrqad@deped.gov.ph  
634-1054 \* 634-1072 \* 634-0901



### *Office of the Director*

August 24, 2018

**WILFREDO E. CABRAL**

OIC, Regional Director

DepEd NCR

Maimpis St., Bago Bantay

Quezon City

Attention: **All Schools Division Superintendents**

Dear **Dir. Cabral**:

The Bureau of Learning Resources (BLR) will conduct a five-day Inter-Regional Monitoring on the Delivery and Inventory of LRs in selected elementary, secondary, and senior high schools in all the division offices in NCR on September 2-8, 2018.

The objectives of the activity are (1) account the LR to learner ratio; (2) identify the problems in the deliveries and acceptance of LRs; (3) check the LR inventory report submitted by the concerned property custodians and/or supply officers; and (4) gather feedback on the utilization, disposal, safekeeping, recording, and maintenance of delivered LRs.

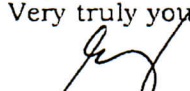
The participants to this activity are the Regional and Division LR Supervisors from Regions V, XI, and CARAGA assigned to monitor the specified area in Annex 1.

Relative thereto, the Regional and Division LR Supervisors and Division Supply Officers of your region are expected to assist during the monitoring. All Division Supply Officers are requested to be ready with the accomplished inventory report of learning resources from 2012 to 2018 (Annex 2). We also request the Regional/Division Accountants to provide the LR monitors the Statement of Expenditures (SOE) of downloaded funds to the RO for reproduction and delivery of Grade 5 Activity Sheets and SHS learning Resources and Distribution Funds of centrally procured LRs.

For any queries, please contact **Ms. Ma. Concepcion T. Barrera**, Project Development Officer II- Production Division at telephone numbers (02) 634-0901, (02) 631-3690, and telefax number (02) 631-4985 or email to barrera\_sionnee@yahoo.com or blr.lrp@deped.gov.ph.

For your appropriate action.

Very truly yours,

  
**EDEL B. CARAG**

Director III

OIC, Director IV

Attached.: as stated

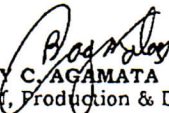
### List of Monitors Assigned to NCR

	Name	Position	RO	Division	Place to Visit	
					RO	Division
1	Juancho Azares	LR Supervisor	5	Masbate	NCR	Caloocan City
2	Edison Mallapre	LR Supervisor	5	Albay	NCR	Valenzuela City
3	Rechie Salcedo	LR Supervisor	5	Iriga City	NCR	Malabon City
4	Susan Salazar	LR Supervisor	11	Davao Oriental	NCR	Navotas City
5	Arnel S. Zaragosa	LR Supervisor	11	Mati	NCR	Las Piñas City
6	Ernie Agsaulio	LR Supervisor	11	Davao Occidental	NCR	Muntinlupa City
7	Juan Jr. L. Espina	LR Supervisor	13	Dinagat Island	NCR	Parañaque City
8	Marites Tongco	LR Supervisor	5	Legaspi City	NCR	Makati City
9	Amy Dumail	LR Supervisor	5	Camarines Norte	NCR	Pasay City
10	Jesslyn Taway	LR Supervisor	5	Catanduanes	NCR	Taguig City
11	Dinnah Banares	LR Supervisor	5	Masbate City	NCR	Pasig City
12	Fernando Macaraig Jr	LR Supervisor	5	Camarines Sur	NCR	Marikina City
13	Grace Rabelas	LR Supervisor	5	Regional Office	NCR	Quezon City
14	Florena Deuna	LR Supervisor	5	Sorsogon City	NCR	Mandaluyong City
15	Merlita Camu	LR Supervisor	5	Tabaco City	NCR	Manila
16	Gilbert Apostol	LR Supervisor	5	Sorsogon	NCR	San Juan City


Prepared by:

  
**MA. CONCEPCION T. BARRERA**  
 Project development Officer II

Reviewed by:

  
**BESY C. AGAMATA**  
 Chief, Production & Design

Noted by:

  
**EDEL B. CARAG**  
 Director III  
 OIC, Director IV