



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OFFICE OF DAVAO ORIENTAL

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
CID-2025- 134

JUL 23 2025

To : Chief of Curriculum Implementation Division (CID)
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads

Subject: **COMPOSITION OF SUPPLEMENTARY LEARNING RESOURCE (SLR) COMMITTEE AND MANAGEMENT TEAM FOR SCHOOL LIBRARIES AND LIBRARY HUB**

Date : July 22, 2025

To ensure a fair and balance consideration in the procurement of Supplementary Learning Resources, this Office, through the CID-Learning Resource Management Section, shall establish the SLR Committee and Division SLR Management Team who will oversee and execute the activities related to the identification of the supplementary learning resources to be provided to school libraries and library hub.

Below are the concerned personnel who will comprise the said committees and their roles and responsibilities.

SLR Committee for School Libraries and Library Hub		
Concerned Personnel	Role	Responsibilities
<i>Paulo Morales</i>	<i>Chairperson</i>	Ensures that all members are aware of and understand the guidelines, criterion items, and comprehensively read the entire tool in the identification of SLRs before conducting market scoping activities. Signs the final Priority List based on the recommendation of the committee to be endorsed to the Division SLR Management Team for approval.
<i>Florifes A. Colmenares</i>	<i>Vice Chairperson</i>	Checks if the Priority List is properly accomplished. Ensures that the needed documents are complete. Endorses the accomplished Priority List to the Chairperson for signing.



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<p><i>Boyshin B. Rebalde</i></p> <p><i>Juessa V. Estrella</i></p> <p><i>Mark Fil L. Tagsip</i></p> <p><i>Gierson B. Rosa</i></p> <p><i>Alda B. Pawin</i></p> <p><i>Geraldine D. Burgos</i></p> <p><i>Antonio L. Palma Gil</i></p> <p><i>Learning Area Supervisor Concerned</i></p>	<p><i>Regular Member</i></p>	<p>Conduct market scoping activities to acquire information on Supplementary Learning Resources (SLRs)</p> <p>Thoroughly identify SLRs and checks whether they:</p> <ol style="list-style-type: none"> are suitable for use in the library hubs; are based on the actual need, priorities, and suitability to the Library Hub; and support identified programs, projects, and activities of the Department of Education (DepEd) <p>After examining the SLRs when conducting market scoping, accomplish the scoping tool and evaluation rating sheet.</p> <p>Discuss individual findings with committee members and provide an overall assessment on the identified SLRs.</p> <p>Validate the scoping tool to check for any missing or incomplete information.</p> <p>Accomplish the Priority List of SLRs for Library Hub.</p> <p>Submit the Priority List together with the accomplished scoping tools to the Vice-Chairperson for checking.</p>
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SLR Management Team		
Concerned Personnel	Role	Responsibilities
<i>Dr. Josephine L. Fadul</i>	<i>Chairperson</i>	<p>Ensures that all members are aware of and understand the verification process on the submitted Priority Lists by the Division SLR Committees.</p> <p>Approves and signs the consolidated Priority Lists.</p> <p>Endorses the approved consolidated Priority Lists to the Regional Office</p>



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		through the Bids and Awards Committee (BAC).
Nancy P. Sumagaysay, PhD	Vice Chairperson	Ensures that the needed documents are complete. Recommends the approval of the consolidated Priority Lists endorsed by the members of the management team.
Paulo Morales Juversa V. Estrella All Learning Area Education Program Supervisor Antonio L. Palma Gil All Public Schools District Supervisors Ilrose M. Badbadon		Receive the Priority Lists and accomplished DepEd scoping and evaluation tools for checking and verification. Ensure that the needed documents are complete. Thoroughly validate the Priority Lists based on given parameters. Sign the Priority Lists after checking and verification. Prepare allocation list and other supporting documents. Consolidate the Priority Lists and endorse relative documents to the Vice-Chairperson for recommending approval.
Maria Luisa Fajardo Francis Vic Alicando Mark Fil L. Tagsip	Secretariat	Assist regular members in checking and validating documents. Provide technical assistance in the preparation of the allocation list. Perform other duties assigned to them.

This designation of concerned personnel to their respective roles and responsibilities shall take effect immediately unless otherwise recalled through a separate memorandum.

Immediate dissemination and compliance to this Memorandum is earnestly desired.

CID/pm



DR. JOSEPHINE L. FADUL
Schools Division Superintendent



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