




Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION



**REGIONAL MEMORANDUM**

ORD-2023-~~f~~ 967

**TO :** SCHOOLS DIVISION SUPERINTENDENTS

**FROM :**  WILFREDO E. CABRAL, CESO III  
Regional Director

**SUBJECT :** PARTICIPATION IN THE ROLLOUT ACTIVITY FOR TRAINERS OF MANAGEMENT TEAM AND SLR COMMITTEES IN THE IMPLEMENTATION OF THE POLICY ON SUPPLEMENTARY LEARNING RESOURCES

**DATE :** September 26, 2023

1. This is in reference to the attached Memorandum on the conduct of the above-captioned activity on October 2-6, 2023, at DepEd Ecotech Center, Sudlon, Lahug, Cebu City, for information and attendance of all concerned.
2. The participants from the National Capital Region (Cluster A) are expected to be at the venue on October 1, 2023, Sunday, with dinner as first meal. Departure is on October 4, 2023, Wednesday, with lunch as last meal.
3. Registration of the participants is required through the link [https://bit.ly/PreReg\\_SLRsRolloutTrainers](https://bit.ly/PreReg_SLRsRolloutTrainers) on or before September 27, 2023.
4. Board and lodging of the participants will be provided by the Bureau of Learning Resources (BLR), while travel expenses shall be charged against local funds subject to the existing government accounting and auditing rules and regulations.
5. Further queries may be directed to Mr. Robert M. Martin, SEPS, BLR-QAD through the contact numbers and email address indicated in the Memorandum.
6. Immediate dissemination of this Memorandum is desired.





Republic of the Philippines

**Department of Education**


**OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING**

---

**MEMORANDUM**  
**DM-CT-2023- 292**

**TO :** REGIONAL DIRECTORS

**ATTENTION :** SCHOOLS DIVISION SUPERINTENDENTS

**FROM :**   
GINA O. GONONG  
Undersecretary for Curriculum and Teaching

**SUBJECT :** PARTICIPATION IN THE ROLLOUT ACTIVITY FOR TRAINERS OF MANAGEMENT TEAM AND SLR COMMITTEES IN THE IMPLEMENTATION OF THE POLICY ON SUPPLEMENTARY LEARNING RESOURCES (SLRs)

**DATE :** September 22, 2023

---

The Department of Education (DepEd), through the Bureau of Learning Resources–Quality Assurance Division (BLR-QAD), will conduct a *Rollout Activity for Trainers of Management Team and SLR Committees in the Implementation of the Policy on Supplementary Learning Resources (SLRs)* on **October 2 to 6, 2023** at DepEd Ecotech Center, Sudlon, Lahug, Cebu City.

The activity aims to develop the knowledge, skills, attitudes, and values of trainers in conducting the training-workshop at their respective field offices, simulate the conduct of training-workshop using the session guides, and gain insights on the roles and functions of trainers in the implementation of the policy on SLRs. Attached is the program of activities for your reference.

In this connection, the Regional and Schools Divisions Offices (SDOs) are requested to send the following participants to the activity:

1. Two personnel from the Regional Office (RO), comprising of the Regional LR Supervisor and Librarian; and
2. One Division LR Supervisor from each SDO with fully operational and Batch 7 Library Hubs (*please see Annex A*).

Moreover, please be informed that the said activity is divided into two (2) clusters under the following schedules:

CLUSTER	REGIONS INVOLVED	SCHEDULE	
		Arrival and First Meal	Departure and Last Meal
A	CAR, NCR, I, II, III, IV-A, IV-B, V	October 1, 2023 (Sunday) Dinner	October 4, 2023 (Wednesday) Lunch
B	VI, VII, VIII, IX, X, XI, XII, CARAGA	October 4, 2023 (Wednesday) Lunch	October 7, 2023 (Saturday) Breakfast

The identified participants are requested to accomplish the online pre-registration form using this link: [https://bit.ly/PreReg\\_SLRsRolloutTrainers](https://bit.ly/PreReg_SLRsRolloutTrainers) on or before **September 27, 2023, 4:00 p.m.** They are also advised to bring their own laptops and extension cords.

Board and lodging of the participants will be shouldered by the BLR. Travel expenses will be charged against the local funds, subject to the usual government accounting and auditing rules and regulations upon submission of required documents. Participants are required to take the most economical means of transportation in attending this activity.

For any query and clarification, please contact **Mr. Robert P. Martin**, Senior Education Program Specialist of the BLR-QAD at telephone numbers (02) 8631-9294/8634-1054 or email address at [blr.lrqad@deped.gov.ph](mailto:blr.lrqad@deped.gov.ph) copy furnished [blr.od@deped.gov.ph](mailto:blr.od@deped.gov.ph).

For your information and appropriate action.

cc: **ATTY. REVSEE A. ESCOBEDO**  
*Undersecretary for Operations*

**ANNEX A****LIST OF SDOs WITH FULLY OPERATIONAL AND BATCH 7 LIBRARY HUBS**

<b>REGION</b>	<b>SDO</b>
Region I	1. Alaminos City
	2. Pangasinan I
	3. Pangasinan II
Region II	1. Batanes
	2. Cagayan
	3. Cauayan City
	4. Ilagan, Isabela
	5. Isabela
	6. Nueva Vizcaya
	7. Quirino
	8. Santiago City
	9. Tuguegarao City
Region III	1. Angeles City
	2. Aurora
	3. Bataan
	4. Bulacan
	5. Cabanatuan City
	6. Gapan City
	7. Malolos City
	8. Meycauayan City
	9. Muñoz Science City
	10. Nueva Ecija
	11. Pampanga
	12. San Fernando City
	13. San Jose City (Nueva Ecija)
	14. San Jose Del Monte City
	15. Tarlac
	16. Zambales
Region IV-A	1. Antipolo City
	2. Batangas
	3. Batangas City
	4. Biñan City
	5. Calamba City
	6. Cavite
	7. Cavite City
	8. Laguna
	9. Lipa City
	10. Lucena City
	11. Quezon
	12. Rizal
	13. San Pablo City
	14. Sta Rosa City
	15. Tanauan City
Region IV-B	1. Calapan City
	2. Marinduque
	3. Occidental Mindoro
	4. Puerto Princesa City
	5. Palawan

Region V	1. Camarines Norte
	2. Camarines Sur
	3. Catanduanes
	4. Iriga City
	5. Legaspi City
	6. Masbate
	7. Masbate City
	8. Naga City
	9. Sorsogon
	10. Sorsogon City
	11. Tabaco City
Region VI	1. Aklan
	2. Antique
	3. Bacolod City
	4. Bago City
	5. Cadiz City
	6. Capiz
	7. Escalante City
	8. Guimaras
	9. Iloilo
	10. Iloilo City
	11. Kabankalan City
	12. La Carlota City
	13. Roxas City
	14. Sagay City
	15. San Carlos City
	16. Silay City
Region VII	1. Bayawan City
	2. Bogo City
	3. Bohol
	4. Cebu
	5. Cebu City
	6. Danao City
	7. Dumaguete City
	8. Lapu-Lapu City
	9. Negros Oriental
	10. Tagbilaran City
	11. Toledo City
	12. Tanjay City
Region VIII	1. Biliran
	2. Eastern Samar
	3. Leyte
	4. Northern Samar
	5. Ormoc City
	6. Samar (Western Samar)
	7. Southern Leyte
	8. Tacloban City
Region IX	1. Dipolog City
	2. Zamboanga City

Region X	1. Bukidnon
	2. Cagayan de Oro City
	3. Camiguin
	4. El Salvador City
	5. Gingoog City
	6. Iligan City
	7. Lanao del Norte
	8. Malaybalay City (new)
	9. Misamis Occidental
	10. Misamis Oriental
	11. Oroquieta City
	12. Ozamiz City
	13. Tangub City
	14. Valencia City
Region XI	1. Davao City
	2. Davao del Norte
	3. Mati City
	4. Panabo City
Region XII	1. General Santos City
	2. Koronadal City
	3. Kidapawan City
	4. Cotabato Province (North)
	5. Sarangani
	6. South Cotabato
	7. Sultan Kudarat
	8. Tacurong City
Caraga Region	1. Agusan Del Norte
	2. Bayugan City
	3. Siargao
	4. Surigao del Norte
	5. Surigao del Sur
CAR	1. Abra
	2. Apayao
	3. Baguio City
	4. Benguet
	5. Ifugao
	6. Mt. Province
NCR	1. Makati City
	2. Malabon City
	3. Navotas City
	4. Mandaluyong City
	5. Manila
	6. Marikina City
	7. Muntinlupa City
	8. Pasay City
	9. Pasig City
	10. San Juan
	11. Quezon City
	12. Taguig and Pateros
	13. Valenzuela City

**ROLLOUT ACTIVITY FOR TRAINERS OF MANAGEMENT TEAM AND SLR COMMITTEES IN THE IMPLEMENTATION OF THE POLICY ON SUPPLEMENTARY LEARNING RESOURCES (SLRs)**

*Program of Activities*  
**Cluster A:** October 2 to 4, 2023 (CAR, NCR, I, II, III, IV-A, IV-B, V)  
**Cluster B:** October 4 to 6, 2023 (VI, VII, VIII, IX, X, XI, XII, CARAGA)  
 DepEd Ecotech Center, Sudlon, Lahug, Cebu City

**Objectives:**

- To develop the knowledge, skills, attitudes, and values of trainers in conducting the training-workshop at their respective field offices
- To simulate the conduct of training-workshop using the session guides
- To gain insights on the roles and functions of trainers in the implementation of the policy on SLRs

Time	Day 0 Sunday	Day 1 Monday	Day 2 Tuesday	Day 3 Wednesday	Day 4 Thursday	Day 5 Friday	Day 6 Saturday
8:00 to 8:30 am		<b>Opening Program</b> <ul style="list-style-type: none"> <li>Philippine National Anthem</li> <li>Prayer</li> <li>DepEd Quality Policy Statement</li> <li>Introduction of Participants</li> <li>Welcome Message</li> <li>Statement of Purpose</li> <li>House Rules</li> <li>Picture Taking</li> </ul>	<b>Management of Learning (MOL)</b>	Arrival/ Registration of Cluster B Participants  <b>Management of Learning (MOL)</b>	<b>Management of Learning (MOL)</b>	<b>Management of Learning (MOL)</b>	Departure of Cluster B Participants
8:31 to 10:00 am		<b>Plenary Session 1</b> <i>Overview of the Guidelines on the Provision of Supplementary Learning Resources (SLRs) for Public School Libraries and Library Hubs</i>	<b>Plenary Session 4</b> <i>Preparation and Submission of Priority List</i>	<b>Continuation of Workshop 1</b> <i>Presentation of Outputs</i>	<b>Plenary Session 3</b> <i>Market Scoping Activities in the Identification of SLRs</i>	<b>Continuation of Plenary Session 5</b>	
10:01 to 10:15 am		<b>Health Break</b>					
10:16 to 11:00 am		<b>Plenary Session 2</b> <i>Composition of the SLR Management Team and the SLR Committees</i>	<b>Continuation of Plenary Session 4</b>	<b>Closing Program</b> <ul style="list-style-type: none"> <li>Prayer</li> <li>Submission of Outputs</li> <li>Next Steps</li> <li>Closing Message</li> <li>Distribution of Certificates</li> <li>Picture Taking</li> </ul>	<b>Continuation of Plenary Session 3</b>	<b>Workshop 1</b> <i>Action Planning of Trainers</i>	
11:01 to 12:00 nn		<b>Lunch Break</b>					
12:00 to 1:00 pm		<b>Lunch Break</b>					
1:01 to 1:30 pm		<b>Continuation of Plenary Session 2</b> <i>Roles and responsibilities of the Management Team and the SLR Committees</i>	<b>Plenary Session 5</b> <i>Validation, Consolidation, and Approval of the Priority Lists</i>	Opening Program <ul style="list-style-type: none"> <li>Philippine National Anthem</li> <li>Prayer</li> <li>DepEd Quality Policy Statement</li> <li>Introduction of Participants</li> <li>Welcome Message</li> <li>Statement of Purpose</li> <li>House Rules</li> <li>Picture Taking</li> </ul>	<b>Plenary Session 4</b> <i>Preparation and Submission of Priority List</i>	<b>Continuation of Workshop 1</b> <i>Presentation of Outputs</i>	
1:31 to 2:00 pm	Arrival/ Registration of Cluster A Participants	<b>Plenary Session 1</b> <i>Overview of the Guidelines on the Provision of Supplementary Learning Resources (SLRs) for Public School Libraries and Library Hubs</i>					
2:01 to 3:00 pm	<b>Plenary Session 3</b> <i>Market Scoping Activities in the Identification of SLRs</i>	<b>Health Break</b>					
3:01 to 3:15 pm		<b>Plenary Session 2</b> <i>Composition of the SLR Management Team and SLR Committees</i>					
3:15 - 4:00 pm		<b>Continuation of Plenary Session 3</b> <i>The Scoping Tool for SLRs</i>					
4:01 to 5:00 pm		<b>Workshop 1</b> <i>Action Planning of Trainers</i>	<b>Plenary Session 2</b> <i>Composition of the SLR Management Team and SLR Committees</i>	<b>Continuation of Plenary Session 4</b>	<b>Continuation of Plenary Session 5</b> <i>Validation, Consolidation, and Approval of the Priority Lists</i>	<b>Closing Program</b> <ul style="list-style-type: none"> <li>Prayer</li> <li>Submission of Outputs</li> <li>Next Steps</li> <li>Closing Message</li> <li>Distribution of Certificates</li> <li>Picture Taking</li> </ul>	
6:00 to 6:30 pm		<b>Dinner</b>	RM	RM	Marlon	Edith	
Officer of the Day							